

**Draft Minutes of
BOTTESFORD PARISH NEIGHBOURHOOD PLAN
STEERING GROUP MEETING**

7.30 p.m. Wednesday 20th January 2016 – Old School

Present:

Steering Group Members

Bob Bayman (BB) - Chair
Richard Simon (RS) - Clerk
Cob George (CG)
Peter Darlow (PD)
Colin Love (CL)
Susan Love (SL)
Pru Chandler (PCh)
Richard Coombs(RC)
Jean Reavley (JR)

Helpers

Kathy Sparham (KS)
Anne Ablewhite (AA)
Leigh Donger (LD)
Bob Lockey (RL)
John Preston (JP)

1. Welcome and Introductions

The Chair welcomed Brian Atwood of Asfordby Neighbourhood Plan and Geoff Platts and Rebecca Stewart of the Environmental Agency along with all other attendees to the meeting.

2. Apologies for absence

Alan Gough, Karen Gough, Val Lever, Maria Pride, Nicola Young, Heather Shephard, Annie Newman, Bob Sparham
David Wright and Dermot Daly subsequently submitted apologies

3. To confirm and agree minutes of the meeting 22nd July 2015

CL requested that 14 should be altered to read...'no mans land' by a *builder* and the drains...
Apart from the above the minutes were agreed.

4. Matters arising and actions from those minutes

Issue concerning the 'no mans land' mentioned above was to be taken up with MBC, CL asked if this had been done and who would be involved in the discussion. Chair said that it hadn't been taken up yet and would be by the PC . It was envisaged that members of the SG would be involved and that Barratts might be invited to a PC meeting or a special meeting to explain this occurrence. CL said that if it was PC meeting it would have to be in the public time otherwise people other than Councillors would not be permitted to speak.

5. Declarations of Interest

None

6. Presentation by Geoff Platts and Rebecca Stewart of the Environmental Agency

In response to the concern over flooding in the Parish Geoff Platts had been asked to come and present on a number of previously asked questions and his associate Rebecca Stewart had come to report on her aspect of their work on flooding.

The EA is responsible for Fluvial flooding, ie that arising from the sea and watercourses. Since April 2015 Leicestershire County Council are the responsible body for flooding arising from surface water and groundwater.

Geoff Platts started by explaining how the plans were generated; areas were surveyed by aircraft fitted with LIDAR (Light Detection and Ranging) and flying at a fixed altitude fires a laser at the ground at 150,000, pulses per second and the bounce back is measured to give distance. This allows the construction of the topography of an area for mapping.

For any watercourse over 3km in length computer modeling is carried out. The model sends a water flow down the course assuming there are no obstructions and this 'indicates' the areas that might flood and creates a zoning for the areas at risk.

- Zone 1 Flood occurrence less than 1 in 1000 years
- Zone 2 Flood occurrence of 1 in 1000 years
- Zone 3 Flood occurrence of 1 in 100 years
- There is also a Zone 3b, areas which flood 1 in 20 years, known as the functional floodplain.

Zone 2 can be built on given measures put in place that satisfy the Local Planning Authority (Flood Risk Assessment) that it will not allow the properties to flood nor cause any increased risk to surrounding areas. Also there must be safe access and egress to the area in times of flood (water less than 300mm deep)

Zone 3, dark blue on the map, is land that should not be built on for residential purposes.

The EA map indicates where flooding may occur and is based on topographical as described. Where a flood has taken place the area is surveyed for water level attained, this forms the historical data on the map. In 2001 this was carried out and is plotted as a Zone 2 flood outline.

A further study carried out by the Local Planning Authority is a Strategic Flood Risk Assessment which builds and refines upon the EA Flood Zone mapping. Where a SFRA is in place, this document should be used to assess flood risk to a site.

If a site is found to be in either Flood Zone 2 or 3 a sequential test of the site is required by the NPPF. The test requires the developer to provide evidence to the LPA that there is a no other site more suitable in the area, this area used to be Borough wide but is now set by the LPA.

The EA map shows Fluvial flooding i.e. that caused by watercourses and sea. Since April 2015 Leicestershire CC is responsible for surface and ground water flooding, the former relating to poor drainage and run off while the latter is concerned with saturated ground and elevated water tables. LCC have become the Lead Local Flood Authority(LLFA).

In order to change flood zone outlines evidence required by the EA includes date stamped films, grid reference, water course modeling and rainfall event data. The site remains in the same flood category until proven otherwise.

Bottesford has been classified as one of the highest flood risks in the East Midlands and a full modeling of the area is planned, subject to confirmed funding, for 2017/8. Developers can employ consultants to carry out a Flood Risk Assessment to try to demonstrate to the EA that the flood zone is at less risk than plotted.

For sites greater than 1Ha, a Greenfield run off rate is required which may require lagoons and swales within the development, for Zone 2 MBC will be the appropriate authority but for Zone 3 sites it is the EA.

Mention was made of reference to Flood Risk Standing Advice. This is what the Local Planning Authority refer to for determining planning applications which are in Flood Zone 2.

De-silting work on the R. Devon at Easthorpe commences on Monday 25th January 2016. Although the presentation was overtaken by time. Geoff Platts subsequently sent the remaining answers and these are attached to these minutes.

Geoff and Rebecca were thanked for their time and helpful input.

7. Parish Council update.

The Parish Council was updated with the results of the consultation event in that 3 sites had come to the top and the clerk had already been in contact with the Agents/owners*.

For the Rectory Farm site Colin Wilkinson had invited an expert from Notts Trent University to lead a number of consultation workshops for residents to go through any issues of concern. These would be one a month for about six months.

For the Melton Local Plan a small team had been appointed from the SG to draft a response. The latest house numbers for Bottesford had increased by approximately 50 and DW and PCh had been asked to support Bottesford.

Colin Wilkinson has been in Contact with Long Clawson Dairy, they own the small plot behind the Recycling Centre.

8. Review of the Timing Plan - John Preston

JP talked through the plan he submitted previously, identifying the order and timescale of actions necessary to complete the Plan and lead organizations in each task. He has been collecting information as the scheme has progressed and has a large amount of information on our consultation for example.

The Next Steps document shows an estimated completion date in January 2017 and he suggested we share this plan with MBC Planning Dept to check that they would be able to play their part in accordance with the timetable. JP gave two particular tips:

- a) Make sure that we are writing our Neighbourhood Plan with the Basic Conditions Statement in mind - this will reduce the need for re-working later.
- b) Keep Discussing with MBC.

Concern was expressed over planning applications in the meantime and JP suggested talking to Market Bosworth.

JP was thanked for his report and a further copy of this report is attached to the minutes. In view of the timetable it was agreed that further meetings would be booked up to the year end.

9. The Melton Local Plan Emerging Options (Draft) document

Consultation will run from 7th January to 3rd April and although the Steering Group was undertaking a response individuals were invited to respond.

10. First Draft response to the The Melton Local Plan Emerging Options (Draft) document

The team had met twice and identified most of the areas for comment. Chapters 1-8 were strategic and were to be followed, this hopefully would provide a number of policies that we could use in the NP.

There were points regarding housing at Bottesford compared to other rural centres, particularly Waltham and the balance of housing with regard to Melton. It was noted that there was no expectation of more industry to be based in the parish as this was planned to be absorbed at Melton and Asfordby.

There was a requirement for a 2 Ha park to be provided at Bottesford but on the map of Bottesford many of the green spaces were not identified.

Chair asked if any help was required in order that the final draft could be brought to the February meeting so the team could progress onto the Neighbourhood Plan.

11. Writing the Bottesford Neighbourhood Plan

The plan would start to be written as soon as possible after the February meeting

12. Agenda items and date of next Steering Group Meeting – Thursday 25th February

Presentation by Colin Wilkinson

Presentation by Andrew and Herbert Daybell

13. Any other business

RL said that he had completed the spreadsheet summary of all of the Questionnaires indicating which of the criteria gained the highest response and which the lowest interest, the highest being Flooding.

KS asked when the Rectory Farm consultations would commence, Colin Wilkinson would be invited to the next meeting.

CG mentioned that the Police has expressed concern that they hadn't been involved in the NP nor the impact of building additional houses in their area of responsibility. RS pointed out that three police officers were in receipt of all the circulated information. The Chair asked that Mark Longden be invited to the March meeting.

Confirmed dates for 2016

All at 7.30 in the Old School

Thursday 25th February

Tuesday 22nd March

Wednesday 20th April

Tuesday 24th May

Thursday 23rd June

Wednesday 20th July