

Cricklade Neighbourhood Plan Working Party Meeting

NOTES FROM THE MEETING

Wednesday 30th July 2014 at 6pm in the Town Council Chamber

NPWP Members Present:

Councillors: Mark Clarke (MC), John Coole (JC), Sue Holbrook (SH), Ruth Szybiak (RS).

Community Members: John Harmer (JH), David Tetlow (DT)

Charlotte Rogers-Jones (CRJ) (Clerk)

In attendance: Lesley Cowley (LC) (resident)

	ACTION
<p>Cllr Clarke introduced Lesley Cowley to the meeting, who was a local resident who was interested in joining the WP.</p>	
<p>1. APOLOGIES FOR ABSENCE Received from Cllr Jones, Phil Bowley, Tim Russell, Carolyn Russell and Chris Ball.</p>	
<p>2. TO APPROVE THE NOTES FROM THE MEETING HELD ON 7TH JULY 2014 The notes were accepted as an accurate recording of the decisions and actions.</p>	
<p>3. TO CONSIDER:</p> <p>a. Action Points from the minutes: School correspondence will be done in September 2014.</p>	MC and CRJ
<p>i. Leisure Centre Suggested that a display with a survey and Q and A be arranged. No volunteers.</p>	?
<p>ii. Facebook CRJ requires members to suggest questions for her to post on FB. It was suggested that generic questions be asked but based on what the residents have already said. In addition, there are other types of social media to be explored.</p>	All
<p>iii. Young People Joshua has been invited to join the group and is considering this.</p>	CRJ
<p>iv. Issues Log</p> <ul style="list-style-type: none"> • Template issued to those who acted as Chairman of the Focus Groups • Business Focus Group had identified the issues so these issues to be analysed and a SWOT analysis undertaken. 	CB
<ul style="list-style-type: none"> • Open Spaces issues had identified the issues so these to be analysed and a SWOT analysis to be undertaken. 	DT
<ul style="list-style-type: none"> • Housing Focus Group had identified the issues so these to be analysed and a SWOT analysis undertaken. 	MC and JC
<p>iv. Community Engagement Plan CRJ had begun a plan of communication with the public and will update as required.</p>	CRJ
<p>b. The Project Plan and Tasks List - Updated by DT DT unsure of how to log the settlement boundary review within the plan. Waiting for feedback from MC re consultation summary Waiting for feedback re Issues List</p>	MC All

<p>DT to be kept better informed CRJ to send draft minutes asap. Members to inform DT when tasks are completed DT and MC to meet regularly to discuss outstanding tasks</p>	<p>DT CRJ All MC/DT</p>
<p>c. Questions for Facebook See above.</p>	<p>All</p>
<p>d. Engagement with young people See above.</p>	<p>All</p>
<p>e. Consultation Summary MC reported that his summary needed to mention that the group had considered the issues and aspirations of the community, which were originally brought to the NPWP's attention through the Town Plan. It also needed to include evidence that demonstrated that a wide range of people, land owners and organisations had been invited to participate in the consultation process. The raw data that was produced following the consultation and survey would be placed in an Appendix to the main document.</p>	<p>MC/JH</p>
<p>Graphs and pie charts. The overall consensus was that they were difficult to understand and therefore needed simplifying.</p>	<p>MC/JH</p>
<p>A question was asked as to whether the survey results were actually statistically valid, as the number of replies only represented approximately 3% of the electorate.</p>	
<p>Question 19 from the survey needs further exploration. MC had pulled data from this question into his response but a separate issues list needed to be produced for these questions. Lesley offered to undertake this work.</p>	<p>MC LC</p>
<p>CRJ would work with MC to pull the documents together for the next meeting.</p>	<p>CRJ/MC</p>
<p>4. TO CONSIDER A MEETING WITH BEEHCROFT CRJ had contacted Beechcroft asking for an outline agenda for the meeting. They were currently unavailable, but a date for a meeting would be arranged, and an agenda would be considered.</p>	<p>CRJ</p>
<p>5. TO CONSIDER THE NOTES OF THE MEETING BETWEEN MEMBERS OF NPWP AND HIGHWAYS TR had volunteered to write an Appendix based on the outcome of the questions to WC Highways, for the report. The outcome of the questions would also form part of the second round of consultation with the electorate, in that the electorate would need to be informed that unfortunately the NP was unable to deliver the solutions to the existing traffic concerns.</p>	<p>TR</p>
<p><i>(MC left the meeting at this point)</i></p>	
<p>6. TO CONSIDER A PROPOSAL REGARDING TOWNS ALIVE RS reported that Towns Alive are able to undertake a Health Check on the progress made so far, for a fee of £350 per day. The NPWP was aware that there are several gaps to be filled and it would be useful for a specific check to be made that could identify specific areas of work for the WP to work on. CRJ was requested to see if delegated powers could be used to invite Towns Alive to undertake a health check. RS was requested to speak to Towns Alive about the health check.</p>	<p>CRJ RS</p>
<p><i>(Clerk's Note: Delegated powers do not cover this proposal and therefore all expenditure would need to be approved by the PCT Committee at the next meeting).</i></p>	

<p>CRJ was requested to contact Common Places about cancelling the order that had earlier been placed and to see if any money owed.</p>	<p>CRJ</p>
<p>7. TO RECEIVE A VERBAL REPORT REGARDING THE SITE ALLOCATIONS AND BOUNDARY REVIEW CONSULTATION JH had attended a meeting on the above matter. It was a consultation for town and parishes and not the public at this stage but JH wished to ask WC if the public would be consulted at this stage. The NPWP would meet to consider the criteria that WC would be used to re-draw the boundaries.</p> <p>It was agreed that a meeting take place on Tuesday 12th August at 10am in order to discuss the boundary review. Members would be provided with the existing boundary map, the proposed boundary map and the proforma.</p> <p><i>(Clerks advice was that the recommendation from this meeting should be passed to PCT committee for formal ratification and to be formally recorded in the minutes as the Working Party was not in a position to make such a recommendation without approval from its sponsoring committee).</i></p>	<p>JH</p> <p>All to note</p>
<p>8. TO CONSIDER THE APPOINTMENT OF NEW MEMBERS OF THE WORKING PARTY Members welcomed Lesley Cowley to the meeting and were keen for her to be appointed to the WP. This would need to be approved by PCT.</p> <p>9. TO RECEIVE AN UPDATE ON:</p> <p>a. Campus Activity A planning application would be submitted in autumn 2014.</p> <p>b. Extra Care Facility MC reported that whilst the notes from these meeting were confidential, it would be useful for some of the data, in relation to the needs of the over 65s, be released and had asked for a report that could provide relevant data to use as evidence. RS added that the build of a 50 bed care home was no longer an option being offered to Cricklade. Instead the model would be for smaller units but with support for all levels of need.</p> <p>It would be necessary for the NPWP to consider the provision of specific homes for the over 65s in the NP and this should be backed up with evidence.</p> <p>c. Culverhay Steering Group MC had attended the recent consultation where 2 draft plans had been presented; one giving an additional 41 homes and the other giving an additional 56 homes. It was hoped that this additional provision could be included within the required housing figures for Cricklade.</p>	<p>CRJ</p>
<p>10. Budget Update No expenditure to note.</p>	
<p>11. Sustainability Appraisal There was still confusion over whether this would need to be undertaken. It was thought that WC would consider the NP at the appropriate time and make a recommendation on whether an SA needed to be undertaken then.</p>	
<p>12. Items for consideration at Planning Committee</p> <p>a. That the NPWP be authorised to spend up to £1,000 on a project with Towns Alive</p> <p>b. To approve the appointment of Lesley Cowley to the NPWP.</p>	<p>CRJ</p>

13. Any Other Business

All members to take their tasks seriously to help the project move forward.

14. Dates Of Working Party Meetings At 6pm:

- Wednesday 27th August
- Wednesday 17th September.
- Wednesday 15th October
- Wednesday 12th November
- Wednesday 10th December

The meeting closed at 1950hrs.

All to
note