

Stanwick Neighbourhood Plan Steering Group

**Minutes to the meeting held 12th January 2016**

Present        Nick Peck  
                  Sue Kitchener  
                  Bob Bister  
                  Dave Munday  
                  Jenny Hodgson  
                  Graham Roberts

Note: all actions will be detailed at the end of these minutes.

1. Apologies for absence

Apologies were received from Amanda Michel, Mark Partrick and Sylvia Glanville-Hughes

2. Review actions points

Actions points not covered by the items below were discussed.

3. Final review of draft polices in light of Mike Burtons comments

It was agreed that draft polices could be finalised.

It was agreed that there should be an additional traffic policy, agreed as

“Support will be given to proposals that improve and enhance cycle-ways and other means of public access for non-motorised traffic”

4. Infrastructure policy in light of JCS policy 10

It was agreed that given public concerns regarding infrastructure it would be appropriate to have an infrastructure policy. The wording was agreed as

“Development proposals will be considered provided they comply with Local Plan policy, notably Joint Core Strategy (emerging 2016) policy 10”

5. Public comment made at the open event November 2015

The schedule of comment was reviewed. It was agreed that the Neighbourhood Plan policies did not require addition, deletion or amendment on the basis of the public comment. However there were two incidences where greater clarity could be given in accompanying text.

It was noted that the Consultation Statement should include a paragraph that reflects the deliberations of the Steering Group.

6. Progress report on the Transport Report

The report was not available. The traffic count data was discussed.

7. Regulation 14 consultation requirements

It was noted that the Regulation 14 consultation is the significant public consultation. The list of next step requirements shown below were discussed.

8. Date of the next meeting

The next meeting will be on 2<sup>nd</sup> February 2016 at 7.15pm.

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**From item 7 above:**

**Neighbourhood Plan what we need:**

**1. Finished policies**

Without finished policies the NP document cannot be written

Without finished policies the screening reports cannot be prepared

**2. Screening reports** needs to be sent to statutory bodies before Reg. 14

This is the advice from ENC in case it throws up anything that will materially change the plan document

**3. What we need for the Reg. 14 consultation:**

- Consultation version of the Neighbourhood Plan (which includes policies)
- Strategic Environmental Assessment (SEA) screening for Neighbourhood Plans and Neighbourhood Development Orders – pro-forma
- Habitat Regulations Assessment (HRA) Screening for Neighbourhood Plans – pro-forma
- Equalities Impact Assessment (EIA) Initial Screening Form

This is the big public consultation

**4. Reg. 16 consultation**

This is when it goes into ENC prior to going to the inspector. It's the technical, compliance Documents required

- Neighbourhood Plan submission version
- Consultation statement
- Strategic Environmental Assessment (SEA) screening for Neighbourhood Plans and Neighbourhood Development Orders – pro-forma
- Habitat Regulations Assessment (HRA) Screening for Neighbourhood Plans – pro-forma
- Equalities Impact Assessment (EIA) Initial Screening Form
- Evidence base
- Basic Conditions Statement