

Creaton Parish Council
Neighbourhood Plan Advisory Committee

Minutes of the meeting of the Creaton Parish Council Neighbourhood Plan Advisory Committee held on 8th January 2024.

Present:

CLlr Chris Reading, Cllr James Hill, Bill Warden, Louisa Norrie, Lucy Kimbell, Geoff White, Gary Kirk (YourLocale), Richard Hollingum

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| 1 | Welcome & Apologies
There were no apologies. | Action |
| 2 | Declarations of Interest
There were no declarations of interest. | |
| 3 | Minutes of Meeting held on 22nd November 2023
The minutes of the previous meeting were approved. | |
| 4 | Matters arising <ul style="list-style-type: none">• Funding: GK reminded the Committee that they needed to keep an eye on the dates that the funding runs out.• Land Owners: An extensive discussion took place regarding the necessity of the Committee knowing who the land owners were. The question was raised that would this not give rise to undue speculation and unrest similar to that experienced by some local villages? Whilst nominating land for housing development, which had previously been agreed not the wish of the Committee, might be viewed as 'a positive', particularly for land owners, it might also be viewed as a 'negative' if land was either not nominated or nominated as, for example, Green Space. Questions were raised as to whether such actions would either raise or lower the value of a parcel of land.• Skills Audit: This will be published on the website once that is up and running. | |
| 5 | Terms of Reference
The terms of reference of the Neighbourhood Plan Advisory Committee will be submitted to the Parish Council for approval. | CR |
| 6 | Draft Programme
The Draft Programme was briefly discussed. GK pointed out that it was indicative rather than having to be followed. | |
| 7 | Scoping Paper
GK will present the Scoping Paper at the next meeting. It will be a broad discussion about the relationship of the Neighbourhood Plan with the Core Plan and the National Planning Framework. GK will circulate the document prior to the meeting. | GK |

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- 8 & 9** Items 8 and 9 were taken together. The Housing Survey is research that is undertaken as part of 'Technical Support' by Locality. GK, CR and RH attended an on-line meeting with Ishaq Khan from AECOM. An email report of this meeting was sent to the Committee on 21st December 2023:

Ishaq works for AECOM who are providing the technical support we have requested of Locality. The discussion was to enable Ishaq to ask questions regarding the progress of the NP, what our thoughts were regarding housing and development in the parish, and to establish a feel for our aspirations. He will carry out 'diagnostics' this week and then submit a request to Locale presumably to okay the completion of a report. It is expected that Locale will have (hopefully) approved this towards the end of January.

Part of the conversation looked at affordable housing in all its definitions. You may recall that Gary has already directed us to consider the First Home schemes. Here is the Government page: <https://www.gov.uk/first-homes-scheme>.

With regards to the recent email discussion about avoiding undue emphasis on housing within the NP, it was interesting to note that Ishaq asked about land for business development.

This initial meeting was to establish a need for the survey. There will be a follow-up meeting once approved and the final report should be available end of March/early May.

The resulting survey will present data about housing type, affordable housing, age profile, salaries, population trends, etc. It will not offer the in-depth information that a housing needs survey would in relation to potential development, though it will be useful for future housing development requests as it should illustrate the housing mix and where there might be gaps.

10 Questionnaire

The second draft questionnaire was presented by LN. The Committee agreed that the section on Community Facilities could be extended as could Engagement. The final questionnaire will be available on SurveyMonkey supplemented by paper versions that will be uploaded to survey Monkey by members of the Committee.

**LN &
GK**

The Committee discussed the practical and necessary sequence of events in relation to the progress of the various actions currently proposed and the following order of execution was agreed:

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- i. Terms of Reference approved by the Parish Council
- ii. The website goes live
- iii. The questionnaire is finalised and delivered
- iv. The Scoping Paper (Item 7 above) is delivered and agreed
- v. Open Event – following the points above the Committee should be in a position to make a meaningful presentation to the village at a public event

11 Open Event Planning

Following the discussion of the above regarding the order of actions, it was felt that fixing a date and planning a public event should wait until these items are in place.

12 AOB

There were no items of any other business.

13 Next Meeting

Thursday February 8th at 7:30pm at Lilac Cottage

DRAFT