

Brightwell-cum-Sotwell Neighbourhood Plan Steering Group

Minutes of the meeting held on February 26th 2015 at 8pm in St Agatha's Church Room

Present: Jason Debney (Chair), Helen Baines, Celia Collett, David Fox, Steve Capel-Davis, John Rodda, Bob Neilsen, Adrian Wood, John Arbuckle and Lucy Dalby (Clerk).

1. Apologies for absence were received from John Geddes and Ed George.

2. Sustainability Appraisal Scoping Report

Mr Debney thanked Mr Fox for writing the report. Mr Fox explained the point of the report is to establish sustainability objectives and NOT the Steering Group's objectives.

The report was discussed at length and amendments agreed. Mr Fox will submit the final report (attached to these minutes) to SODC.

3. Housing Needs Survey

Mrs Collett reported that the Housing Needs Survey will be distributed to every house for return to ORCC by 15th April.

The Survey was discussed and it was agreed that questions about 'low cost housing' as opposed to 'affordable housing' should be included. It should also be made clear that in order to qualify for affordable housing residents need to be on the Housing Register.

It was also agreed that a question 36 & 37 should be re-worded to ask if the residents knows someone who wants to live in the parish.

A question about the design of downsizing housing will also be included.

A copy of the Survey is attached to these minutes.

4. Communication

Mrs Baines will create a poster explaining the Housing Needs Survey to be distributed through the email database and displayed throughout the Parish.

5. Any other business

- A further Local Plan 2031 consultation is open. The Clerk will send the link to members of the group.
- The Community Development Foundation final funding report has been submitted. Any unspent grant will be returned to the Foundation.
- The Group will need to consider applying for further funding.

6. Date of the next meeting

The date of the next meeting was agreed as 29th April.