

Brightwell-cum-Sotwell Neighbourhood Plan Steering Group

Minutes of the meeting held on 22nd February 2016 at the Church Room.

Present were Jason Debney (Chairman), Helen Baines, Celia Collett, Steve Capel-Davies, Bob Neilsen, Adrian Woods and Lucy Dalby (Clerk).

1. Draft Site Selection Criteria

SODC have still not confirmed the draft criteria. The Clerk will contact District Cllr Murphy to ask her to speak to the Neighbourhood Plan Officer.

2. Public Meeting – 10th March 2016 St Agatha's Church

Jason Debney outlined the plan for the public meeting and Helen Baines showed the poster. The meeting will be publicised via the posters, website, Facebook and email database.

Papers will be provided for people to take away and respond to.

The purpose of Mr Debney's presentation will be to show the possible future of the Parish without a plan – if the community doesn't plan for the future someone else will. It will also be important to explain what a Neighbourhood Plan is and to manage expectations of residents along with setting out the process for selecting sites.

There will be boards with information around the Church asking people to comment via post it notes and also give people the chance to return their comments to the Parish Office. It was agreed to set specific questions rather than ask for general comments.

There will be a signing in sheet and people will be asked if they live in the Parish or what their interest is in the Plan.

The sustainability criteria will be available for information but not comment. There will be consultation on maps – the edge of settlement etc.

The timeline for the plan will be displayed.

The information will be made available on the Parish Council Website ahead of the meeting.

3. Proposed Policies

Mr Debney will distribute proposed policies for consideration by the steering group. The aim is to set out a clear set of objectives broken into policy areas,

It was agreed to commission a Landscape Design Statement in order to provide an audit of where we are now and to employ a planning consultant to review the policies.

It was agreed to apply for funding from Localities to employ consultants.

The next public meeting to present the policies will take place in the summer.

4. Sites in the Parish

It was agreed that Mr Debney would speak to landowners within the Parish about the Neighbourhood Plan however the steering group needs to be clear about the way forward and look at several sites within the Parish. It is important that sites aren't put into competition with each other.

It was agreed to hold the next meeting on Wednesday 6th April.