

## **HARGRAVE NEIGHBOURHOOD PLAN (HNP) STEERING GROUP**

### **Minutes of the meeting held on 14<sup>th</sup> September 2020 at 18.30 via Zoom**

**PRESENT:** Janice Brotherton (JB), Duncan Farrington (DF), Jonathan Gunthorpe (JG), Martyn Leonard (ML), Nick Pollard (NP – Chair), Ros Sheppard (RS)

**APOLOGIES:** Maggie Priest, Savitri Pollard and Ros Sheppard for being late.

**MINUTES** The minutes of the last meeting were accepted as a true record.

#### **1. Consultation event on 5<sup>th</sup> September 2020**

Social distancing rules were in place with signs, hand cleansing and masks and 'track and trace' contact details were taken. The Draft Policy Document was displayed as A3 pages on noticeboards with A4 copies of the document also available. NP gave a presentation outlining the contents of the document and stressing that feedback was required from everyone. Questions were invited from the 17 members of the public present and discussions followed on the cost of the consultant and the need for planning applications to be more widely publicised.

#### **2. Collating and reporting on feedback forms**

NP reported that feedback forms had been distributed throughout the village and he had also posted a request on NextDoor for their return. The forms could be deposited in a bin at the Village Hall or delivered by hand or sent electronically to NP or RS. So far 10 forms had been received and more were expected by the deadline of 18th September. He would sort them and report back to the Steering Group.

#### **3. Responses to the call for sites**

NP reported that none had so far been received. A village resident had asked for a better understanding of the process and NP had met with him to explain in more detail. As indicated in the invitations for call for sites, all submissions have to be received by 27<sup>th</sup> September 2020 with public consultations to be held during early October in parallel with drafting of the wider plan.

The process for handling future responses would depend on the number and type of submissions. It was suggested that this would involve:

- i. All submissions to be displayed on the PC Website
- ii. An article to be published in the village newsletter advising residents to review them on the Website and give their responses in writing to NP or RS.
- iii. The Steering Group would then discuss both the submissions and the responses and add any comments they thought appropriate.

All of the above would be included in the Policy Document.

#### **4. Consultant, Michael Wellock of Kirkwell**

Michael (MW) was welcomed to the meeting at 1900. He said he was confident of being able to move quickly to the next stage because of the excellent quality of the work done to date. He was familiar with the process having worked on several other Neighbourhood Plans in Northamptonshire.

MW will start work on the next draft of the Policy Document almost immediately and aims to present it to the Steering Group by late October/early November. Discussion on the schedule followed and it was hoped that the first full draft would be available by late November/early December. If achieved, this would be considerably ahead of the original proposed timescale and would recover some of the delay caused by Covid-19.

MW commented on the Draft Policy Document as follows:

- i. The settlement boundary needs to be accurately defined on an Ordnance Survey map and the rationale for its position needs to be stated.
- ii. Whilst appreciating the village's preference for retaining the green spaces indicated, the manner that these were described would not withstand scrutiny. We need to be able to define the benefit to the community and/or special interest of each of the green spaces that we put forward.
- iii. He encouraged the insertion of a section on traffic noise, pollution and speed based on the survey results. This would aid the Parish Council in aiming to control these. Experience led him to recommend that this section should be in the main body of the document where it was less likely to be overlooked.

Given the shortened timescale it was suggested that MW and NP would speak roughly half way between Zoom meetings to discuss progress.

The next meeting will be on Monday 12<sup>th</sup> October 2020 via Zoom.

The meeting closed at 1945.