

**Whittlesford Neighbourhood Plan
Steering Group Meeting
Thursday 4th October 2019, 7.00pm**

DRAFT

Present: Alan Oswald (AO), Ashley Arbon (AA), Tim Stone (TS), Pam Freeman (PF), Peter Topping (Chair) Arthur Greaves (AG), Ken Winterbottom (KW) Trudie Davidson (TD) (Administration Assistant)

<p>1. Apologies</p>	
<p>Apologies received from Martin Livermore (ML)</p>	
<p>2. Updates</p>	
<p>PT noted he was aware he hadn't been spending as much time on the Plan as required and asked if anyone else would prefer to Chair the Steering Group to let him know. AA responded he didn't feel a Chair was really necessary at this stage as everyone knew what needed doing.</p>	
<p>AG/PF had looked at the Transport section and PF had given TD some amendments. Noted that they were held up to a certain extent because of the Station area and anything regarding this would still be a draft. Richard Preston would be attending the November PC meeting to update. AG and PF attended a SCDC meeting last Wednesday and noted there were 19 areas currently designated for a Neighbourhood Plan. ACTION: PF advised everyone to have a look at the Cottenham plan.</p>	<p>All</p>
<p>AO had amended his draft and will forward to TD for updating. Needs to do more on maps. PT confirmed SCDC could not help with mapping. AA noted he had spent £120 on the Parish Online subscription (1 year) which seemed to have everything needed. AA and AO have been working through although instructions are difficult to follow. Have had a demo session at The Tickell Arms although with some internet issues. AA noted he still had some issues around the financial information received but accepted the recent difficult situation. ACTION: AA to submit a receipt for the £120 paid to the Parish Council for reimbursement.</p>	<p>AA</p>
<p>AA has been meeting with some of the big landowners and AA noted the importance of consulting with them. AA also attended a Zero Carbon meeting in Cambridge. PT requested that if any member of the Steering Group was arranging these type of meetings (ie the landowners) to let the others know in case they wished to be involved. AA also updated the group on the situation around Huawei planning application and Whittlesford land.</p>	
<p>TS noted he had had difficulties accessing the latest version via the</p>	

<p>website. TD confirmed the latest was not on the website as per previous discussions. ACTION: TD to upload latest version once updates from PF and AO have been included and to send link.</p> <p>KW has updated housing section on the basis of the meeting with South Cambs, particularly around the station area. KW noted if the Plan is in operation before the GCP proposal then the Plan would take preference. PT confirmed the GCP proposal is not a planning document.</p> <p>PT confirmed he has spoken to Foxton as they are at the pre-submission consultation stage. PT has asked re which consultant was used but no response at present. PT shared concerns he has regarding the increasing risk SCDC will not have a 5 year land supply which would leave Whittlesford vulnerable to speculative development proposals if the Plan is not in place.</p> <p>PF asked about Green belt still being protected and if the 5 year land supply covered the Greater Cambridge area. PT responded that the Green Belt would still be protected and it did include the City.</p>	<p>TD</p>
<p>3. Next steps</p>	
<p>PT has started completing the application for a further grant but need to be clear what it would be for.</p> <p>The group discussed whether they needed an 'expert' or an 'editor'. AA suggested the Transport and Housing which was 'in limbo' due to the station situation may benefit. AO suggested the Plan should say what the village want rather than waiting to see what happens. PT agreed and this should refer back the housing needs survey.</p> <p>AA asked when the new Joint Local Plan would be adopted.PT confirmed it would be 2022 at the earliest.</p> <p>PT suggested he approach Ian Poole, who had been very helpful previously, and see if he would meet. ACTION: PT to contact Ian Poole. AA suggested questions should be unlimited but formulated in advance and sent to Ian prior to any meeting. ACTION: All to draft any questions and bring to next meeting.</p> <p>PF reminded the group that Bernie (Gt Abington) had also agreed to meet. ACTION: PF to follow up.</p> <p>AA noted the potential water crisis which would be relevant to all areas.</p> <p>AA/AO also requested others send them the details of what they wanted to see on the Parish Online map. ACTION: All to send map requirements.</p>	<p>PT</p> <p>All</p> <p>PF</p> <p>All</p>

<p>Group discussed the situation around the school being full. AO confirmed the Plan has an obligation to mention education but any policies fall outside the scope of the Plan.</p>	
<p>Agreed that the group had already had consultant input on a few occasions and this would not be the most beneficial use of any grant money. Preference would be to hire an editor/designer as photos and maps also needed to be included. TD suggested these would probably be two different tasks and people. Preference would be to use someone local. Suggested putting notice in Next Door and on the PC Facebook page. ACTION: TD to put on Facebook. Requested someone else do the same on Next Door.</p>	<p>TD/?</p>
<p>Group looked at the leaflet Foxton produced for the pre-submission consultation. ACTION: AO to look at the leaflet he has already drafted ready for the consultation. The costs of printing (around 1000 copies) to be included in the grant application. Discussed possibility of circulating with LOOK.</p>	<p>AO</p>
<p>AA asked if there was an obligation to have another land owners meeting? ACTION: TD to check with SCDC and check list of who attended the last one. This could be part of the 6 week consultation period along with a resident's drop in session/roadshow.</p>	<p>TD</p>
<p>ACTION: TD to contact SCDC for information about who sends Plan to who at consultation.</p>	<p>TD</p>
<p>4. Next meeting</p>	
<p>The next meeting was set for Thursday 17th October 7pm. ACTION: TD to check hall is available and advise.</p>	<p>TD</p>

Meeting closed 8.30 pm