

**Whittlesford Neighbourhood Plan  
Steering Group Meeting  
Tuesday 1 December 2020, 7.30pm (via Zoom)**

**DRAFT**

Present: Arthur Greaves – Chair (AG), Tim Stone (TS), Pam Freeman (PF), Ken Winterbottom (AG), Martin Livermore (ML), Alan Oswald (AO), Trudie Davidson (TD) (Administration Assistant),

Also in attendance: Cllr Richard Williams

<b>1. Apologies</b>	
---------------------	--

Apologies received from Ashley Arbon (AA)	
---	--

<b>2. Section Updates</b>	
---------------------------	--

AG thanked KW and ML for their updates previously circulated.	
---	--

PF noted clarification around the Transport Hub would be needed before the transport section could be updated but did highlight some contradictory wording between the transport and housing that needs sorting out.	
--	--

AO noted he was waiting for the next school intake figures which should be available mid January as the figures in the plan at the moment would be outdated.	
--	--

TS noted there were no updates to the environment section.	
--	--

<b>3. Call for Sites</b>	
--------------------------	--

Cllr Williams updated the steering group on the call for sites, Local Plan update and the Southern Cluster.	
---	--

The full council has agreed to give parish councils the opportunity to comment on the call for sites and they will be in touch with parish councils over the next month or so.	
--	--

The Southern Cluster is a group of 5 villages of which Whittlesford is one that could be a focus if the 'medium' level of growth is used. This would be around 9,000 extra houses with probably one new development of 4,500 homes and the remaining spread over the 5 villages.	
--	--

Cllr Williams also noted that although the green belt gives some protection it should not be assumed that this will mean no growth.	
---	--

Q. Is the wording "Whittlesford Railway Village" an official title?	
---	--

A. This is the wording Grosvenor Estates proposal uses.	
---	--

<p>Cllr Williams noted any response should concentrate on the possibility of significant development and it was agreed that a co-ordinated strategy and response from the 5 villages would be useful.</p> <p>Q. What is happening with the Travel Hub? A. This is 'in limbo' and nothing has happened since February.</p> <p>Q. Will the Sawston bid for a train station impact this? A. Cllr Williams did not think the GCP Plan was in the Transport Hub study but this could complicate it as could the proposed South East Access Corridor (Busway).</p> <p>AG thanked Cllr Williams for his input.</p>	
<p><b>4. Maps and Photos</b></p> <p>AG reported he has spoken to AA prior to the meeting and lockdown has held up plans for sorting the maps.</p> <p><b>ACTION: AG requested everyone email their map requirements again and he would pass these to AA. AG requested everyone also email photo requirements.</b></p>	All
<p><b>5. How far are we from submitting?</b></p> <p>Q. Are we ready to produce a publishable plan? A lot of the information is now out of date, who will go through this and edit? Does TD have the capacity or ability to do this? A. Agreed as previously discussed that the plan needed editing and designing by an external person. TD noted she did not have the software or know how to produce the plan in a professionally printable format – Word does not do the job well enough. Could contact Cottenham and Gt. Abington to see who they used and apply for funding for this.</p> <p>Cllr Williams volunteered to have a look at the plan. <b>ACTION: AG will set a time to do this and then circulate.</b></p> <p>Q. If central government are going to tell the District Council how many houses to have is this relevant, and how, to the Neighbourhood Plan? A. Cllr Williams suggested carrying on with the current process.</p> <p>It was noted that COVID-19 could have long term implications on housing, commuting etc.</p> <p>Q. What is the timing for sites chosen? A. Summer/Autumn 2021 and draft plan 2023/24</p>	AG/RW

<b>6. How to meet/contact residents?</b>  Agreed to carry this forward to the next meeting.  PF noted the need to ensure residents were aware of the sites and that we have assessed views.	
<b>7. Any Other Business</b>  Agreed to meet early 2021 and invite Bernie (Gt Abington).	

Meeting closed 8.20 pm