

Emberton Neighbourhood Plan Steering Group
(A sub committee of Emberton Parish Council)
Minutes of Meeting – 12th July 2018

Present:

Richard Laval – Chairman
 David Barton
 Ray Brown
 Elizabeth Dench
 Karen Goss
 Vicki McLean
 George Proud

Chris Akrill – Town Planning Services

1. **Apologies for Absence** – Apologies for Absence were received from Andy McGrandl, Fred Markland and Vicki McLean.
2. **Declarations of Interest in items on the Agenda** – There were no Declarations of Interest in items on the Agenda.
3. **Minutes of the previous Meeting** – The Minutes of the previous Meeting held on Thursday 14th June were not taken but there were key actions from the Meeting.
4. **Neighbourhood Plan**
 - 4.1 **Foreword** – Richard to draft and circulate. **RL**
 - 4.2 **Historical content** – Ray suggested a change to the historical content to include the A509 and an amendment to the word “Beforshire”. It was agreed to approve the historical content with these two amendments.
 - 4.3 **Character** – Richard to have a look at the “vision” for the plan. **RL**
 - 4.4 **Themes** – To be lifted out of the questionnaire.
5. **Housing**
 - 5.1 **Call for sites** – Chris stated that the questionnaire had indicated a need for 10 – 20 houses. David commented that the group needed to find out whether traffic issues or housing were more important. Richard to amend the Call for Sites poster with an end date of 7th September and it would be displayed on the website and noticeboard. A call for sites letter to be drafted by Richard and to be sent to landowners, EUC, MKC Education Department and MKC Estates Department. David stated that a call for sites needed to encourage more affordable housing. Richard to talk to Maddi and Judith to see if the Call for Sites poster could be advertised at the fete. **KG**
RL
KG
RL
 - 5.2 **Confirmation of assessment methodology** – David made reference to GDPR and the information regarding the call for sites included in the assessment. Karen to look into this and pass the information to Chris. Chris to circulate the revised Assessment Methodology. David made reference to previously developed land and **KG**

asked whether the call for sites was encouraging this sort of land to come forward. Chris responded that the NPP put brownfield sites over and above everything else but the methodology statement could always be fine tuned to take this into account. A discussion took place regarding potential development sites and safeguarding certain open spaces and areas in the flood plain. It was noted that any sites put forward would be assessed on their own merits. It was agreed to take the 7th September as the deadline for submitting a call for sites application form. Ray asked what would happen if there was a late submission? Chris responded that sites could be assessed at any point but a late submission might not be considered if a decision to appoint a site had been agreed.

6. **Timescale/programme** – Call for sites form deadline – 7th September with a meeting in September to go through the call for sites applications. Richard asked Chris how long it would take to get a draft plan. Chris stated that the group could be looking at the end of September.
7. **Grant application** – Karen reported that the grant application for £6,050.00 had been awarded. Thanks were noted to Vicki and Chris. The second stage of the grant (technical grant) needed to be looked at. David asked whether there should be a highways assessment in light of the A509. Chris responded that the first point of call would be MKC highways who might have a model for the A509. Reference was made to the traffic issues in Emberton (speeding) and possible solutions of a 20mph speed limit, traffic calming and parking solutions. David suggested that the car park at the pavilion could be used for overnight parking for residents and CCTV cameras installed. **RL**
8. **Any other business** – Nothing to report.
9. **Date of next meeting** – Thursday 23rd August to review the plan and Thursday 13th September for the call for sites. **All**