

**EMBERTON NEIGHBOURHOOD PLAN STEERING GROUP
(A SUB COMMITTEE OF EMBERTON PARISH COUNCIL)
Minutes of Meeting Held on Thursday 11th May 2017
at The Pavilion, Hulton Drive, Emberton at 7.30pm**

Present: Richard Laval (Chairman)
Andy McGrandle (Vice Chairman)
Cynthia Cheney (Parish Council)
Elizabeth Dench
Karen Goss
Fred Markland
Vicki McLean (Parish Council)
Ralph Mynn

James Williamson – Milton Keynes Council

Apologies for Absence – Apologies for absence were received from Paul Flowers and Peter Geary

1. **Welcome by Vicki McLean and introductions** – Vicki welcomed the group and introductions were made.

2. **Neighbourhood Planning background and concepts (James Williamson Milton Keynes Council)** – James provided some background information on how Neighbourhood Planning came into effect with the Localism Bill in 2012 and stated that Neighbourhood Plans added quite a bit of weight with regard to the plan making and decision process. He stated that there were 22 Neighbourhood Plans in Milton Keynes that were either made or currently under way. James commented that the Neighbourhood Plan was parish council led but he was able to provide assistance and advice. The Plan was a long and strenuous process and would take a lot of commitment from the group. Once produced, the Plan would go to referendum across the parish, requiring a 50% “yes vote” for it to be agreed.

Why? - James detailed the reasons for undertaking a Neighbourhood Plan stating that it allowed residents to gain more control over planning in their parish which was important following a number of “rogue” planning applications. Under the new plan for Milton Keynes (Plan:MK), there is no land allocated for development within the rural areas but MKC have stated that they would like 1,000 homes to come forward via Neighbourhood Planning within the rural area.

What they can't do – Neighbourhood Plans cannot change strategic policy. Some parishes are working alongside Plan:MK which runs to 2031.

Stages – Make the decision to go ahead with the plan, have the area designated. Establish the key issues the plan wants to address (this is the most time consuming area). Speak to other parishes to see what issues they have come up with. James commented that MKC had received a call from someone

from Emberton wishing to put forward a site for development and this would be shared with the Steering Group when sites were nominated.

Andy commented that the Thame Neighbourhood Plan and some local plans were good examples of Neighbourhood Plans and asked whether the Steering Group would be able to copy them. James responded that this would be ok.

Andy asked if the Steering Group was a sub committee of the parish council. Ralph commented that he had read that there should be three parish councillors and there were only two. Vicki responded that the Steering Group should have three parish councillors but she didn't want to restrict the group and that the Steering Group was a sub committee of the parish council, sharing the same Code of Conduct.

Karen made reference to the difference between the development and settlement boundary with James responding that basically they were the same. But, if there were two sites put forward on the plan, the more favourable site would be the one closer to existing facilities and infrastructure.

James made reference to a Housing Needs Assessment. Karen reported that Bucks Community Action were able to help with this and stated that she would find out more details. – **Action KG**

3. **Emberton Scope – Vicki McLean** – It was proposed by Vicki, seconded by Fred and unanimously agreed that Richard Laval be appointed Chairman.

It was proposed by Richard, seconded by Cynthia and unanimously agreed that Andy be appointed Vice Chairman.

4. **Terms of Reference** – The parish council had previously agreed Terms of Reference at its parish council meeting on the 8th May. It was proposed by Richard, seconded by Andy and unanimously agreed that permission be sought to change Clause 3.1 of the Terms of Reference to five Community Representatives instead of eight.
5. **Set up of Steering Committee** – It was agreed that all those present would form part of the Steering Group and a discussion took place regarding other possible committee members.
6. **Any other business** - A discussion took place regarding a budget for the Neighbourhood Plan. It was noted that the parish council had allowed a budget of £5,000 which would be held within the parish council's account and ring fenced. It was agreed to apply to the Solar Farm Community Benefit Fund for a grant in the sum of £3,000. **Action – KG** and to also create a page on the parish council website. **Action – KG**. Andy commented that the two surveys undertaken provided useful information and that he would find out how many properties and types of property there were in the village.
Action AMc

7. **Date of next meeting** – The next meeting will be held on Wednesday 14th June at 7.30pm at The Pavilion

Signed
Date

Chairman