

**EMBERTON NEIGHBOURHOOD PLAN STEERING GROUP
(A SUB COMMITTEE OF EMBERTON PARISH COUNCIL)
Minutes of Meeting Held on Wednesday 19th July 2017
at The Pavilion, Hulton Drive, Emberton at 7.30pm**

Present: Richard Laval (Chairman)
Elizabeth Dench
Karen Goss
Jake Green
Fred Markland

Anita Thatcher – Sherington Parish Council

1. **Apologies for Absence** – Apologies for absence were received from Will Bush, Sherington Parish Council
2. **Declarations of Interest in items on the Agenda** – There were no Declarations of Interest.
3. **To confirm the Minutes of the Meetings held on Thursday 11th May 2017** – The Minutes of the Meeting held on Thursday the 11th May 2017 were signed by the Chairman.
4. **Sherington Neighbourhood Plan (Anitha Thatcher SPC)** – Richard introduced Anita and thanked her for attending the meeting. Anita explained that SPC were aware six years ago that housing might be required in Sherington with the possibility of the development of 150 houses. At that time, SPC intimated that it could possibly accept 24 houses and Sherington was therefore included in the Core Strategy as a selected village.

Anita summarised as follows:

- a) Need to put down why you need a Neighbourhood Plan and what you want to get out of it.
- b) Anything under 10 houses is considered “windfall” by MKC.
- c) S106 comes from 10 houses or more and affordable from 11 houses or more.
- d) Communication was very important – social media, Olney Phonebox, village magazine, noticeboard, leaflet drop
- e) No attendance from MKC and generally the steering group consisted of 8 people.

- f) Sherington did not have a Housing Needs Assessment but covered housing on their questionnaire.
- g) Ownership of land could be sought from MKC or the Phonebox.
- h) Steering Group put together a vision statement and then put it to the village.
- i) Initial village meeting to set up Steering Group. An engagement village meeting was held before the questionnaire was sent out and then had a village meeting to look at the results.

5. To report on matters arising from the Minutes

- 5.1 Steering Group Committee Members** – Richard reported that he had sent an email to Michael but did not get a response. Richard stated that he would do a flyer by the 20th August and hand deliver it to cover Newport Road, Prospect Place, Honey Hill and Petsoe End. – **Action RF**
- 5.2 Housing Needs Assessment** – Jake commented that it was a good idea to communicate outside of Emberton as well as in the village. Fred suggested looking at sharing a Housing Needs Assessment. Richard suggested putting together a questionnaire with a section on housing. Karen to contact Smith Jenkins to see whether they would be willing to put together a workshop. – **Action KG**. Richard stated that at the next meeting the group needed to look at what would be included in the questionnaire. Local school, village groups and businesses would need to be taken into consideration.
- 5.3 Grant applications** – Nothing at the moment but costs would include printing an A5 questionnaire.
- 5.4 Previous surveys (housing information)** – Liz stated that she had access to the housing surveys from 1999 and 2009. Richard suggested putting this information into the drop box. – **Action LD**
- 5.5 Communication** – Olney, Newport Pagnell, All Saints' Church, ESSC facebook page.
- 5.6 Timescale/programme** – Jake to update timescale and programme. **Action JG**
- 5.7 Action Plan** – Jake will do this at the end of the meeting. **Action JG**
- 6. Identification of key issues** – This will be known once the results have been received from the questionnaire.
- 7. Key stakeholders** – Fred to put together a draft. **Action FM**
- 8. Financial Report** – Nothing to report.
- 9. AOB** – Karen commented that the group needed to think about visions and

objectives.

- 10. Date of next Meeting** – The next meeting will be held on Wednesday 20th September at 7.30pm at the pavilion.

Signed
Date

Chairman