NEIGHBOURHOOD PLAN STEERING GROUP



Minutes of the Meeting held on Tuesday 6 June 2023 at the Community Centre, Eskdale Road, Stoke Mandeville

PRESENT: Cllrs L Prestage, J Magill, and K Shanahan. Non-Councillors R Butler, M Duncan, J Durden-Moore, and

A Mahmood.

Minutes: Clerk – A Skeggs Absent: None. Residents: Nil

NP/23/41 Election Of Chair

It was proposed by Cllr Shanahan and seconded by R Butler that Cllr Prestage be the Chair for the coming year. This was unanimously **AGREED**.

NP/23/42 Apologies

Apologies received and accepted from Cllr D Smith.

NP/23/43 Declarations Of Interest and Requests for Dispensation

- a) There were no new declarations of interest.
- b) There were no requests for dispensation.

NP/23/44 Minutes Of Previous Meeting

The minutes of the meeting held on the 7th March 2023 were **AGREED** and signed by the Chairman as a correct record. The only action point was still on hold.

NP/23/45 Neighbourhood Plan

- a) Cllr Shanahan informed the meeting of a change to the Neighbourhood Plan layout. The relevant policy papers would now be included within the body of the Plan. There would then be links to any Evidence Papers. This was AGREED by the meeting.
- b) Cllr Shanahan informed the meeting that the original Plan had had around fifteen objectives, which was mainly due to the VALP not being adopted. She had been reviewing the objectives and proposed the following six:
 - Housing.
 - Environment.
 - Traffic and Transport.
 - Local Services.
 - Information Technology.
 - Business Development.

The IT (Broadband) objective was set in 2017, so it was **AGREED** that R Butler would investigate whether the basis of the objective was still valid bearing in mind the infrastructure that had been carried out on the village recently.

There was currently no Heritage policy, but it was unsure whether one was required.

There would now be a Strategic Policy at the front of the Plan.

J Durden-Moore would update the Plan with the response rates of the key resident issues identified from the Reg.14 consultation.

J Durden-Moore

R Butler

Overall, the Vision of the Plan would remain unchanged.

NP/23/46 Neighbourhood Plan Masterplan

The Masterplan was still subject to minor changes as new information came to light. But it was proposed by Cllr Shanahan that reference to the Stoke Brook Country Park and Southern Boundary be removed as they were no longer in the Plan. This was **AGREED.**

NP/23/47 Administrator's Contract

The Clerk reported that the contract had ended on the 31st May. After discussion it was proposed by Cllr Shanahan, seconded by Cllr Magill that –

The contract be extended to the 31st August 2023. The hourly rate would remain the same, but payment would be based upon timesheets capped at 10 hours a week. The chairman to be given delegated authority to agree a further 5 hours per week if required. This was unanimously **AGREED**.

Clerk

Page 6

NP/23/48	Finance Update The current position showed that £1,654 had been spent to the 31 st May against a budget of £10,000. The report was NOTED by the meeting.
NP/23/49	Date Of Next Meeting The date of the next meeting would be Tuesday 4 th July 2023 at 7.30pm.

The meeting closed at 9.10 pm.

Actions

Date	Minute	Description	By Whom	Status
07-Feb-23	NP/23/27	Environmental Assessment Reports	Cllr Prestage	On Hold
6-June-23	NP/23/45	Access Broadband objective	R Butler	
6-June-23	NP/23/45	Update Plan with consultation response rates	J Durden-Moore	
6-June-23	NP/23/47	Notify Administrator of contract changes	Clerk	Completed