

# STOKE MANDEVILLE NEIGHBOURHOOD PLAN STEERING GROUP



## Minutes of the Meeting held on Thursday 13 October 2022 at the Community Centre, Eskdale Road, Stoke Mandeville

**PRESENT:** Cllrs L Prestage, J Robinson, K Shanahan and SG members R Butler and S Mayes, plus Cllrs D Field and S Kirve of the Task & Finish group.

**Minutes:** Clerk – A Skeggs

Absent: N/A

Residents: Four

<b>NP/22/24</b>	<p><b>Election Of Chair</b> It was proposed and seconded that Cllr K Shanahan take the chair for this meeting only. This was unanimously <b>AGREED</b> by the meeting.</p>
<b>NP/22/25</b>	<p><b>Apologies</b> Apologies were received and accepted from SG members J Durden-Moore, J Magill, A Mahmood, and P Walter.</p>
<b>NP/22/26</b>	<p><b>Declarations Of Interest and Requests for Dispensation</b> a) Cllr Prestage made a declaration of interest relating to any dealings with Manor Oak Homes as his property bordered the land proposed for development. There were no other declarations. Cllr Mayes made the same declaration. b) The meeting considered a request for dispensation from Cllr Prestage to enable him to be involved with any talks with Manor Oak Homes as part of the Neighbourhood Plan steering group. This was unanimously <b>AGREED</b>.</p>
<b>NP/22/27</b>	<p><b>Minutes Of Previous Meeting</b> The minutes of the meeting held on the 8th September 2022 were <b>AGREED</b> and signed by the Chairman as a correct record. Both action points had been completed.</p>
	<p><b>Presentation from the “Save the BCC Sports Site” Working Group</b> There then followed a presentation from M Duncan of the Task &amp; Finish group on their proposal for the future use of the BCC Sports Site to accompany the document circulated with the agenda. Revised revenue figures and the capital expenditure statement shown in the presentation would be sent to the parish council.</p>
<b>NP/22/28</b>	<p><b>Land at Lower Road – BCC Sports Site</b> The meeting then considered the presentation from the Task &amp; Finish group and made the following comments / observations:</p> <ul style="list-style-type: none"> <li>• Why was the presentation to the Steering Group when Full Council would make the decision. The Task &amp; Finish group report to the Steering Group.</li> <li>• Buckinghamshire Council had published some more consultation statistics.</li> <li>• Car parking charges formed 30% of anticipated income but the proposal emphasised free parking.</li> <li>• Why should the parish council fund a green space when developers have to provide green space within their developments.</li> </ul>
<b>NP/22/29</b>	<p><b>Allocation of Tasks and Duties</b></p> <p>a) The meeting considered the list of stakeholders and landowners. It was <b>AGREED</b> that they needed to be categorised: Green – Acceptance of Plan, Amber – Negotiating Required, Red - Against Plan or No Response. Cllr Prestage volunteered to review the list and allocate the sites to members of the Steering Group to approach the landowners. Cllr Shanahan to prepare a script of questions to be asked at any meetings. Cllrs Prestage / Shanahan</p> <p>b) The meeting <b>AGREED</b> that the outcomes and timescales were needed from the meetings. Cllr Shanahan <b>AGREED</b> to draft what outcomes were required. Cllr Shanahan</p> <p>c) Cllr Prestage volunteered to be the Project Management Lead, with support from Cllr Shanahan.</p> <p>d) The meeting considered the overseeing of the two contractors, Bell Cornwell and Untitled Practice and it was <b>AGREED</b> that Cllr Shanahan would be responsible for liaising with them.</p>

e) The meeting considered the process of editing the Neighbourhood Plan and who was going to do it. Cllr Shanahan volunteered to be the provisional interim editor.

<b>NP/22/30</b>	<b>Buckinghamshire Council Supplementary Planning Document Consultation for AGT1</b> a) It was <b>NOTED</b> that the consultation period ran until the 2 <sup>nd</sup> November 2022. b) Everyone was to review the document and flag any issues by the 28 <sup>th</sup> October. Cllr Shanahan would contact Asad Mahmood about him taking on the role of submitting a response on behalf of the steering group.	Cllr Shanahan
<b>NP/22/31</b>	<b>Terms of Reference</b> This item was deferred until the next meeting.	
<b>NP22/32</b>	<b>Neighbourhood Plan Website</b> The meeting considered whether the Neighbourhood Plan information should have its own website or be displayed on the parish council website. The clerk to check the legality of a standalone website. The agendas and minutes will be displayed on the parish council website.	Clerk
<b>NP/22/33</b>	<b>Timetable of Future Meetings</b> The meeting considered the need to set a day and the frequency of meetings for the remainder of 2022 and for 2023. It was <b>AGREED</b> to hold monthly meetings on the first Tuesday on the month. Clerk to check room availability.	
<b>NP/22/34</b>	<b>Date Of Next Meeting</b> The date of next meeting would be Tuesday 1 <sup>st</sup> November 2022 at 7.30pm.	

The meeting closed at 10:00 pm.

#### Actions

Date	Minute	Description	By Whom	Status
13-Oct-22	NP/22/29a	Allocate steering group members to landowners / stakeholders to establish contact.	Cllr Prestage	
13-Oct-22	NP/22/29a	Prepare a script of questions to be used when negotiating with landowners / stakeholders,	Cllr Shanahan	
13-Oct-22	NP/22/29b	Prepare a list of outcomes / timetable for meetings with landowners.	Cllr Shanahan	
13-Oct-22	NP/22/30b	Contact Asad to coordinate SPD response.	Cllr Shanahan	
13-Oct-22	NP/22/32	Check standalone website legality.	Clerk	

Signed.....Chair      Date: 1<sup>st</sup> November 2022