

STOKE MANDEVILLE NEIGHBOURHOOD PLAN STEERING GROUP



A NEIGHBOURHOOD PLAN
FOR STOKE MANDEVILLE

Minutes of the Meeting held at 6pm on Thursday 8 September 2022 at the Community Centre,
Eskdale Road, Stoke Mandeville

PRESENT: J Durden-Moore (Chair), A Mahmood, S Mayes, P Walter, Cllr J Robinson, Cllr K Shanahan (from 18:46),
Cllr J Magill, and Cllr G Shrivastava

Minutes: Assistant Clerk – P Rayner Absent: N/A Residents: None

NP/22/11 Election Of Chair

J Durden-Moore volunteered to take the chair for this meeting. This was **AGREED** by those present.

NP/22/12 Apologies

Apologies were received and accepted from SG member R Butler and from Cllr K Shanahan who was not able to be there at the start of the meeting.

NP/22/13 Declarations Of Interest and Requests for Dispensation

There were no declarations of interest made, nor any written requests for dispensation received.

NP/22/14 Minutes Of Previous Meeting

The minutes of the meeting held on the 2nd September 2022 were signed by the Chair.

NP/22/15 Terms of Reference

The draft Terms of Reference for the Neighbourhood Plan Steering Committee were discussed.

- There was discussion about the types of meetings the Neighbourhood Plan group hold. There are many meetings that take place but it was **AGREED** that these TOR applied to the formal steering group meetings that would be run along the lines of a committee meeting with published agendas, minutes and be open to the public.
- There was discussion on the frequency of meetings and it was **AGREED** that steering group meetings should be monthly.
- There was discussion about how many people should be required to make the meetings quorate and it was **AGREED** that the minimum number of people should be 3 of which at least 2 would be councillors.
- There was some concern that the steering group sometimes need to discuss confidential matters and it was agreed that it was possible to ask the public to leave when those discussions were required.
- It was **AGREED** that the TOR would be updated and sent to the full council by 15th September for approval at their meeting of 20th September 2022

NP/22/16 Communications and Engagement Strategy

The document was briefly reviewed and there was a discussion over what we could use Breakthrough Comms for. One was to get residents engaged with the Reg 16 referendum and the other was for more Reg 14 work if required.

NP/22/17 Update and Timeline

- The 6-month update produced by A Bamford was reviewed and it was **AGREED** that this should be used as input for the update to be provided to the full council.
- There was a long discussion about the timeline for completing the project. Many of the group were frustrated at how long it was taking to move from the Reg 14 to Reg 16 stage. The key problem seems to be that to get Reg 16 approval, Buckinghamshire Council require that we provide evidence that the proposals are feasible and deliverable but there is lack of clarity over how much evidence is required. Some members of the group questioned whether we were spending too much time and going into too much detail on feasibility. At one level, feasibility is whether landowners have agreed to put land to the

use described in the plan but there is also financial feasibility. It was **AGREED** that Cllr Shanahan will meet with Buckinghamshire Council to try and define the level of feasibility required.

- Since Wendover Council have also been through the process of gaining approval for their Neighbourhood Plan it was thought they might have some useful guidance and Cllr Durden-Moore agreed to see what they have.
- It was pointed out that we cannot add things in the Reg 16 version of the plan which were not included in the Reg 14 version of the plan that was put out for public consultation. Traffic calming was mentioned as one example that was being considered but had not been through Reg 14 consultation.
- Two approaches were discussed. One was to cut things out of the plan to get it finished as soon as possible (a lite plan) and the other extreme is to continue working on feasibility for as long as it takes to keep everything that was in the original plan (a full plan). A Mahmood said we need to be careful about removing the parish centre as feedback in the consultation was that people liked the idea. A choice between two approaches will be presented to the full council at a later date.
- It was noted that any papers for the full council on Tuesday 20 September need to be published by Thursday 15 September. *(Post meeting note – due to the bank holiday on Monday 19 September papers are now required by 14 September to allow 3 clear working days)*

NP/22/18 **Appraisal of Projects and Landowner Status**
Not discussed

NP22/19 **Resources**
Not discussed

NP/22/20 **Budget**
The expenditure to date was **NOTED** and the fact that there is a feasibility budget of £40,000 which could be used pending full council approval.

NP/22/21 **Administrative Support**
It was agreed to continue the contract until the end of May next year.

NP22/22 **Operational**
No further discussion other than that covered in NP/22/15 above.

NP/22/23 **Date Of Next Meeting**
The date of next meeting would be Thursday 13th October 2022 at 7.00pm.

The meeting closed at 7:40 pm.

Actions

Date	Minute	Description	By Whom	Status
8-Sep-22	NP/22/17	Arrange a meeting with Buckinghamshire Council to try to define the level of feasibility required for Reg 16	Cllr Shanahan	
8-Sep-22	NP/22/17	Find out from Wendover Parish Council if they have any guidance on what is required regarding feasibility in a Neighbourhood Plan	Durden-Moore	

Signed.....Chair Date: 13th October 2022