

MINUTES OF NPWP MEETING HELD AT FLETTON HOUSE
OUNDLÉ ON TUESDAY 25 AUG 15 AT 7.30PM

Present:

Mark Benns (MB)
Ann Chapple (AC)
David Chapple (DC)
Mark Felton (MF)
Neil Fraser (NF)
Debra Harper (DH)
Tony Hoyle (TH)
Paul King (PK)
Roy Sparkes (RSp)
Philip Stearn (PS)
Roger Sturman (RS) Chairman
Richard Tremellen (RT)

Minutes: RS

Item 1: Apologies for Absence. Apologies for absence were received from Rachel Vicary.

Item 2: Verification of Minutes from Previous Meeting. With one exception, the Minutes from the previous meeting held on Tue 28 Jul 15 were accepted as an accurate record. The exception concerned the omission of discussion on proposals for the development of a cycleway along Glaphorn Road; it was agreed that the following text was an accurate record of that discussion: *OTC had passed a report from NCC Highways about the cycleway along Glaphorn Rd to the WP, asking them to consider it and agree the next steps; the text of their request from Council meeting minutes was: 'The information was considered and it was agreed that this should be referred to the Neighbourhood Planning Working Party for their consideration; it was agreed that in addition to S106/CIL funding other sources of funding should be considered such as Safer Routes to School, Sustran, Nene Valley Cycle Way etc. and that this should be progressed via the Working Party.'* The WP discussed the report and agreed that it needed to be viewed alongside another report on the subject by Sustrans and in the context of development of the Greenway as well as proposals for the Peterboro' West cycleway. There were also some concerns about the high costs associated with the NCC option and it was agreed that these needed to be aligned with available funding for the development of a cost effective solution. It was decided that the NCC report could not be progressed in the short-term because of the need to review funding and routing options; the WP agreed to note the contents and ask PS to undertake further longer-term work on the topic with contacts at ENC and Sustrans. It was also noted that Connectivity would be the lead objective for cycleway related matters. **Actions: PS was to continue work with his contacts on cycleway development; the Connectivity Sub-Group were to take the lead on other WP cycleway related issues.**

Item 3: Update of Actions from Previous Meeting. Matters arising from the previous meeting were reviewed and updated and are recorded in the table at the end of these minutes.

Item 4: Consideration of Objectives including Sub-Groups' Reports. RS noted that once again not all Sub-Groups had submitted reports (action 281014-05); he

reiterated that these were essential as a record of activities for later examination and as a means of keeping the WP informed thereby, hopefully, reducing the length of time spent in discussion at WP meetings.

- a. Business, Employment and Education. Further work on the amalgamation of this objective with Town Centre and Retail were in abeyance pending the outcome of the Housing & Green Spaces review.
- b. Community, Recreation and Sporting Facilities. Nothing further to add.
- c. Connectivity and Parking. MF noted the requirement to provide a summary on the way ahead for the Connectivity & Parking objective; **action: MF was to provide a summary.**
- d. Green Spaces. Further action pending the outcome of the Housing & Green Spaces review.
- e. Housing. Further action pending the outcome of the Housing & Green Spaces review.
- f. Tourism. Nil.
- g. Town Centre/Retail (TC&R). Nothing further to add.

Item 5: Next Steps.

- a. The scope of the Housing and Green Spaces objectives Review Panel had been confirmed and they had submitted their initial report in which they had requested sight of the latest versions of all the objectives' evidence bases (EV) as well an e-version of the map accompanying the Green Spaces EV. RS had requested the latest versions of the EVs from Sub-Groups but had received no responses; he had provided the Panel with what he believed were the latest versions of the Housing and Green Spaces EVs. **Action: all Sub-Groups were to provide RS with the latest versions of their EVs.**
- b. The list of WP members' addresses for publication on the OTC website was completed during the meeting; **action: RS was to pass the members list to DH for publication.** *Secretaries Note: action completed on 26 Aug 15.*
- c. Once again, not all Sub-Groups had responded to the request for summaries of EVs. **Action: Sub-Group heads were to provide summaries asap (280715-04).**
- d. In order to allow PK to continue his authoring process, WP members agreed to provide written comment on the content circulated by him on 20 Aug 15; this was to be done asap but no later than 4 Sep 15. **Action: all WP members to provide comments on the draft Plan to PK by 4 Sep 15.** The time frame for further activities was as follows:
 - Review Panel report expected - 9 Sep 15.
 - Next OTC meeting - 15 Sep 15.
 - Town Meeting proposed for 24 Sep 15 postponed 'til Oct 15, precise date tbd, in order to enable proper preparation and to ensure the validity of the information provided to the public.

Item 6: Finance Report. An updated financial report had been provided on 6 Aug 15 which showed that in excess of £10k remained available to the WP.

Item 7: AOB.

a. There was a need to review the impact of sustainability issues on the Plan; PK agreed to undertake this work in conjunction with MB, MF and PS as required.

Action: PK was to review the impact of sustainability issues on the Plan.

b. PS reminded WP members that they should not override the requirements of the extant RNOTP when developing objectives.

c. The Questionnaire responses published in the Mar 15 Oracle needed to be added to the NP section of the OTC website; NF requested that for the C, R & S objective the input should be the more expansive content from the Feb 15 public presentation. **Action: DH was to arrange for the Oracle content to be added to the website.**

d. RS raised the question of whether the former tennis court at the northeast corner of the South Road football pitches could be used as a parking area. RT advised that there was an associated issue related to the Grade 1 status of Cobthorn but that he would act on any request to review the matter. **Action: RS to write to RT seeking advice on the prospects of using the former tennis courts for parking.**

Item 8: DONM: The next meeting was to be held on Tue 22 Sep 15 at 7.30pm.

The meeting closed at 8.30pm.

Action Points - Neighbourhood Plan Working Party 26 May 15

Reference	Action	Owner	Due Date	Comment
230914-06	Sub-Group heads were to provide informal evidence sheets to DH	Sub-Group Heads	Asap	Ongoing
281014-05	Sub-Group heads were to provide monthly reports	Sub-Group Heads	As Req	Ongoing
281014-06	Sub-Group heads were to provide DH with the information required to keep the website current.	Sub-Group Heads	As Req	Ongoing
251114-06	RSp to develop register of landlords of commercial properties	RSp	26 May 15	Ongoing – aim to complete by next meeting
231214-01	GR to report the outcome of her meeting with NCC about the use of school facilities.	NF	As Req	Action now with NF - continue to monitor progress
270115-03	Sub-Group heads to ensure that detail from the TDS was incorporated into their objectives	Sub-Group Hds	As Req	Ongoing
240315-02	PS to obtain feedback on ARBN from other Welland towns	PS	Asap	Ongoing
240315-04	DC to manage negotiations with owners/developers	PK	Asap	Complete – see 280715-02 below
260515-01	PS was to liaise with ENC	PS	As Req	Ongoing
280715-01	RS to arrange for the proposal to be discussed as soon as possible	RS	Asap	Complete
280715-02	PK to provide letters to developers	PK	As Req	Complete
280715-03	RS was to collate inputs to the members' address list	RS	Asap	Complete
280715-04	Sub-Group heads to provide objective summaries	Sub-Group heads	Within 10 days	Ongoing
280715-05	Review interests and declare any conflicts.	All	Asap	None submitted - complete
280715-06	NF to liaise with NCC about the use of school facilities	NF	As Req	Ongoing

280715-07	NF to advise on TDS distribution	NF	Asap	Data provided by MB - complete
250815-01	PS to continue work with contacts on cycleway dev'pment	PS	As Req	
250815-02	Connectivity Sub-Group to lead on other WP cycleway related issues	MF	As Req	
250815-03	MF to provide a Connectivity way ahead summary.	MF	21 Sep 15	
250815-04	Sub-Groups to provide RS with latest versions of their EVs.	All	Asap	
250815-05	WP members to provide comments on the draft Plan to PK by 4 Sep 15	All	4 Sep15	
250815-06	PK to review impact of sustainability issues on the Plan	PK	As Req	
250815-07	DH to arrange for Oracle content to be added to the website.	DH	Asap	
250815-08	RS to seek advice from RT on use of former tennis courts for parking.	RS	Asap	

Note: Grey block indicates action complete.