

North Hinksey Parish Neighbourhood Plan
Minutes from Steering Group meeting on 5th April 2017 for voting members only

Present:

David Kay (Steering Group Secretary)
Andrew Pritchard (Steering Group Chair)
Jon Rowland (Steering Group member)
Philip Stevens (Steering Group Treasurer)
David Wyatt (Steering Group member)

Conflicts of Interest:

No conflicts of interest were declared.

1. Financial review:

PS reported that to date c.£1,889 has been spent of the £5k funds transferred so far.

AP to confirm the method for obtaining the second £5k of the total £15k allocated by the Vale, which is presumed to be by means of a request via the Parish Clerk, and to implement that procedure.

Although only a small proportion of the funds has been spent to date a significant sum will probably be needed in order to employ outside help in certain areas (e.g. a planned hydrogeological report for the whole parish area), and we want to avoid delays waiting for additional funds to be passed on.

2. Process Review / Project Plan:

A revised Project Plan to be circulated to all volunteers by DK is attached, taking into account the following proposed target dates:

- Complete review of Ronan Leydon's comments plus the impact of the Local Plan Part 2, and produce a first full draft Neighbourhood Plan by 30th June (N.B. Working Groups should already have started these reviews, and be in a position by the next meeting on 27th April to discuss their initial ideas with RL and ask for further advice or information).
- Carry out further refinement of the Plan for completion by 30th September in preparation for the next public consultation event in October (see item 4 below).
- Potentially aim to submit the final draft Plan to the Independent Examiner in early in 2018 after the required 6-week pre-submission consultation period, and subsequently complete the community referendum and have the Plan adopted by around mid-2018. Timings to be discussed on 27th April.

DK to circulate the Vale's SEA questionnaire to all volunteers for discussion on the 27th April. All Working Groups to complete this form and submit to AP who will subsequently summarise the content and submit the complete form to the Vale, then continue to control the Environmental Report / SEA process.

AP to look into the requirements of the Basic Condition Statement and report back.

JR and DW to provide DK with contact details of known experts (local individuals and commercial organisations) who might be able to produce an area wide hydrogeological report. DK to pass on these details to the Utilities Working Group to progress.

3. Local Plan Part 2 consultation:

DK to ask all Working Groups to provide suggested responses to this consultation by 27th April. DK to summarise a complete response and circulate it to all volunteers for comments before submitting it to the Vale.

4. NHPNP consultation and publicity:

The NHPNP website is to be fully updated following the meeting on 27th April including the revised Project Plan and a revised section on the Vision / Objectives.

Next public feedback event on the complete draft N Plan planned for October 2017, date and venue TBC. A further 6-week extensive pre-submission consultation period is required before the Independent Examination, details to be considered at a later date.

Aim to place an article in the July Sprout about progress to date and the above public feedback event. Also updates to be placed on the Community website and NHPC website following the update of the NHPNP website, and again in July.

5. Date of next meetings:

Steering Group meeting on 21st June.

Meetings for all volunteers on 27th April and 13th July.

All meetings start at 7.30pm.