

Minutes of Stonehouse Neighbourhood Development Plan Working Group held on 5 October 2016**(Inquire)**

1. **Present:** Carol Kambites (CK), Rachel Russell (RR-Minutes), Clare Sheridan (CS- Chair)
2. **Apologies:** John Callinan (JC), John Jeynes (JJ), Vicky Redding (VR), Terry Webb (TW)
3. **Declarations of interest:** None
4. **Accuracy of the minutes and Actions:**  
Approval of minutes of the Neighbourhood Development Plan (NDP) Working Group of 15 September 2016 carried forward.

**Outstanding actions and actions not within agenda:**

Regeneration and Environment Committee meeting of 19 September 2016 agreed to the drawing down £1,500 for consultancy support to redraft parts of draft Neighbourhood Plan; the request was dealt with under the Committee Expenditure agenda item.

S Todd's may be available 5 October – 27 October, depending on amount of work required. Steve Palmer's (Isight Design) available at end of November.

**ACTION: RR** to prepare folders on the Google drive so Town Councillors have access to range of information regarding submission draft or to direct Town Councillors to website where appropriate.

**5. Project Progress****a) Budget and finance**

RR reported there had been no change to Budget since report provided to last meeting and attached as Appendix 1 to minutes of 4 August 2016.

RR reported there were 8.75 hours of GRCC time left.

Regeneration and Environment Committee Expenditure records largely match with SNPG records of Locality Grant expenditure, except that a payment made in 2016/17 from the previous Locality grant for planning consultancy advice from Stuart Todd (on housing policies and the evidence base ) is not yet shown on committee expenditure report; RR has advised Gill Jennings.

**Current Locality Grant:** The only unspent item is for a Health check on the submission draft.

**ACTION: RR** to find out how many hours of GRCC time are left.

**Health Check on submission draft of Neighbourhood Plan**

VR, CK and CS have shortlisted six consultants to approach regarding the health check. RR advised that the brief would be a request to carry out a health check on the submission draft of the plan to advise if it meets the basic conditions and to recommend changes if they think it does not.

**ACTION: RR** to contact those on shortlist to check their availability at the start of November and fees.

**b) Project timetable**

10 October	<b>Consultation statement and progress report ready</b> for circulation with papers for Town Council meeting of 17 October
3 November	SNPG meeting <b>to agree submission draft to go for Health check</b> with planning consultant/NPIERS. This will also be deadline for completion of Town Character Assessment writing up.
Mid November	<b>Conditions statement to be ready</b> , after Health check complete.
21 November	<b>Submission draft of Neighbourhood Plan and all supporting documents</b> to be circulated with papers for Town Council meeting of 28 November.

**6. Stonehouse Neighbourhood Plan Group response to consultation on draft Neighbourhood Plan**

**ACTION:** RR to invite Ricardo Rios of Stroud District Council to a meeting at the Town Hall Stonehouse, 6.30pm Monday 10th October, to discuss SNPG's responses to the consultation on the draft Plan, in particular:

1. Dealing with standard responses from organisations.

2. CIL and s 106 and the draft Neighbourhood Plan
3. Dealing with two responses from Stroud District Council (Planning and Asset Management)
4. Re-writing policies (especially ENV2, H1 and H2)

SNPG to spend 1hr 30 mins on the above, and then move on to spend 30 mins on their own business. Thursday 13<sup>th</sup> October to be offered as an alternative date.

### Collated responses to consultation

CK had circulated version 3 of this before the meeting. Those present read through the document; further responses and changes to draft Plan text to be agreed by e-mail.

**ACTION: CS** to draft responses to outstanding comments on Environment policies.

### ACTION RR:

- To chase AS for responses to Employment policies
- Find figures for support for re-opening of Bristol Road from NP consultation.
- SDC Planning comments 24, 31 and 38: draft suggested amendment to supporting text to be checked with JJ/CS.
- Send CK comments on environment policies agreed by CS, VR and CK on 4 October 2016.

### ACTION CK:

- To continue collating responses to comments from consultation on draft plan.
- To send table of Employment responses to AS
- To forward current version to RR for circulation with Town Council meeting papers on 10<sup>th</sup> October.

After meeting with R Rios, advice from S Todd regarding outstanding matters will be sought. Submission draft sent for health check does not need to be designed version. Designed submission draft may have larger maps and include a projects list.

## 7. Character Assessment

<b>Town Centre and Retail</b>	Done.
<b>East of Town Centre</b>	Summary done; <b>ACTION RR:</b> photos to be inserted.
<b>Canal Zone</b>	Summary done; revisions to photos in progress
<b>West of Town Centre</b>	Summary done; <b>ACTION RR:</b> photos to be inserted.
<b>Doverow Hill</b>	<b>ACTION CS:</b> To do summary. Photos to be inserted.
<b>Industrial Zone</b>	Done

## 8. Any Other Business

Ginny Smart has resigned from Town Council so will no longer be member of SNPG; CK to ask for another Councillor to join SNPG.

## 9. Next meeting dates

**Monday 10<sup>th</sup> October** – meeting with R Rios SDC on consultation responses

**Thursday 3<sup>rd</sup> November** - agree submission draft to go for Health check