

Stanwick Neighbourhood Plan Steering Group

Minutes to the meeting held 26th May 2015

Present: Amanda Michel
Sue Bister
Bob Bister
Nick Peck
S Kitchener
Jenny Hodgson

Note: all actions will be detailed at the end of these minutes.

1. Apologies for absence

Apologies were received from Sylvia Glanville Hughes, Dave Munday

2. Review of actions point from 21/04/15

Progress reports were given on the action points.

3. Update on reports

- Business Consultation
- Services and Facilities Audit
- Heritage Audit
- Open Space Report
- Stanwick area characterisation

The status of the reports were reviewed.

It was agreed that the Business Consultation Report was complete.

The services and Facilities report will need some minor amendments prior to publication.

The Stanwick Area Character Report is almost complete

The Open Space Report is almost complete.

4. Format/presentation of reports

It was noted that the standardisation of the presentation of the reports was important and that the group agreed that the option shown in the facilities and services audit should be used in all reports.

5. Housing policies

It was agreed that the group needed to make decisions about how and to what extent it would undertake housing policies.

It was agreed that NP would prepare a report for the group looking at what information was available, the housing targets for rural areas, scale and type of housing required etc.

It was also agreed that open space under private ownership that was integral to the character of the village should be included in the Stanwick area characterisation report. (E.g. Stanwick Hall, Orchard Farm, Hall Farm, field adjacent to West Street)

6. Transport polices

It was agreed that parking, traffic speeds and traffic volume were significant concerns for the majority of Stanwick residents. Consequently manpower should be invested in working on this issue in terms of surveying and evidence gathering.

It was noted that some guidance had been received via email from ENC.

7. Progress against NP objectives

The Neighbourhood Plan objectives were read out so the group could assess progress to date

8. Date and time of the next meeting

The next meeting will be on 30th June 2015 at 7.15pm.

Action Plan arising from meeting held 26th May 2015

| Action | Who | By when |
|---|-----|----------|
| Prepare a report on the housing policies options | NP | 30/06/15 |
| Add important open space to the Stanwick Character report | AM | 30/06/15 |
| Prepare a methodology for parking surveys | AM | 30/06/15 |
| Complete Open Space report | JLH | 30/06/15 |
| Complete the Heritage Report | DM | 30/06/15 |
| Research traffic policies in other Neighbourhood Plan | All | 30/06/15 |