

# Great Horwood Parish Neighbourhood Plan

## Minutes of the 6th Meeting of the Great Horwood Neighbourhood Planning Team held on

Tuesday 19 March 2013 at 28B Little Horwood Road.

(by kind invitation of Mike Hobday)

### Present:

John Gilbey (JG), Andrew Harsey (AH), Mike Hobday (MH), David Saunders (DS),  
John Scholtens (Chairman) (JS), Duncan Trigg (DT), Matt Vincent (MV).

### Apologies:

All present

### To confirm the Minutes of the Meeting held on 7 November 2012.

The minutes were approved without amendment.

### To confirm the Minutes of the Extraordinary Meeting held on 14 January 2013.

The minutes were approved without amendment.

### Matters arising from the previous meetings.

MV to check that the Fact Pack had been updated as agreed and pass to JG for updating  
on the PC website [this Action has now been completed]. **ACTION MV/JG**

### Draft GH Sustainability Appraisal (SA) Scoping report

This was reviewed in detail and various minor changes were made.  
JS will update.

**ACTION JS**

### Draft GH SA Framework Document

JS will seek clarification from AVDC on the definition of Affordable Housing.

**ACTION JS**

In Chapter 4 it was agreed that additional sections were required to define the  
management policies with respect to design, environment, recreation, etc., and this work  
was allocated to members of the team as shown, with a deadline for response of  
19 April 2013.

Design

**ACTION MH**

Environment

**ACTION JS**

Recreation

**ACTION AH**

Transport

**ACTION DT**

Affordable Housing

**ACTION JS**

Developer Contribution/C.I.L.

**ACTION JG**

Additional tasks were allocated as follows:

Chapter 4 - Map depicting Nash Road site needs updating.

**ACTION AW/JS**

Chapter 5 – Sustainability Appraisal (SA) Framework Analysis table to be discussed and completed at the next meeting. **ACTION ALL**

Chapter 6 – It was agreed that analysis of the potential sites would remain an integral part of the SA document, but the descriptive wording of each potential development site currently in 2 parts (one from AVDC and the other from the NPT) needed to be combined into one. MH agreed to complete this task. **ACTION MH**

Chapter 6 – Site analysis framework table to be colour coded. **ACTION JS**

Chapter 7 and 8 to be discussed and taken forward at the next meeting. **ACTION ALL**

**GHNPT Workstrands Tracker EXCEL workbook.**

JS had made some adjustments to the tracker to reflect the revised workflow resulting from AVDC advice but it was agreed to maintain the current format and overall workflows to maintain clarity of required work. The dates in Stage 3 need to be updated and the revised document uploaded to the PC website. **ACTION JS/JG**

**Any Other Business.**

It was decided that as we had ample funds we should consider the use of a consultant to develop the Neighbourhood Plan and it was agreed that JS would contact Charlotte Glithero of AVDC and Winslow Town Council to explore this idea. **ACTION JS**

MV advised that as he is shortly expecting to leave the village he is withdrawing from the team. JS thanked him for his valuable contribution to the work of the Team over the preceding months.

The next meeting will be held on Wednesday 24 April 2013 commencing at 7.30pm at 9 Nash Road by kind invitation of Andrew Hearsey.

Approved

Signature .....

Chairman

Date .....