

**MINUTES OF THE MEETING OF
THE GREAT HORWOOD NEIGHBOURHOOD PLANNING STEERING GROUP**

19.30 Tuesday 25 March

In the Village Hall

Present: Caroline Cousin
David Saunders
Stuart Bayliss
Alan Marlow
John Gilbey (JWG)
Nikki Steele
Liz Metheringham

Apologies: Jackie Goss (JGo)
Rod Moulding (will no longer be able to join the committee but willing to support if needed.)

ITEM	DESCRIPTION	ACTION
1	<p>Election of officers</p> <p>The following volunteered and where elected officers:</p> <ul style="list-style-type: none"> • Nikki Steele, Chair • Caroline Cousin, Vice Chair • Jackie Goss, Treasurer • Liz Metheringham, Secretary 	
2	<p>Background</p> <p>CC provided a background to the requirement to either update or create a new Neighbourhood Plan. For full transcript, please refer to:</p> <p>https://www.dropbox.com/scl/fi/9bswwawbcmshvviw9aw/Background-to-NP-review.docx?rlkey=rwus8hhzlkf4hvcb84n9g5ss3&st=wn5qhcka&dl=0</p>	
ITEM	DESCRIPTION	ACTION

	https://www.dropbox.com/scl/fi/6vhvx1k0v38x0bbkgn7em/Call-for-sites-2024.docx?rlkey=iylv5pnm6q86x5eq36idtfhua&st=osez8vvf&dl=0	
3	<p>Terms of Reference</p> <p>CC presented a draft proposed Terms of Reference. ToR was reviewed and changes agreed by those present.</p> <p>https://www.dropbox.com/scl/fi/a53ysbptg22bnapc9lal/Terms-of-Reference.docx?rlkey=7t9c6uxtb37v5n8z9fiewp1cn&st=qo4gved4&dl=0</p> <p>CC to present updated to ToR to Parish Council for approval.</p>	CC
4	<p>Modify or New Neighbourhood Plan</p> <p>Guidance to creating a Neighbourhood Plan can be found at Home - Locality Neighbourhood Planning together with a link to funding.</p> <p>Following discussion, it was agreed that we would modify the existing NP as there was no benefit to creating a new one.</p> <p>It was discussed whether it could be beneficial to team up with a neighbouring parish as part of the development of the NP. JWG to talk to Winslow Parish Council about the possibility of teaming together.</p>	JWG
5	<p>Funding</p> <p>The Parish Council has set aside £21k to fund the development of the NP.</p> <p>It is intended that the NP committee will apply for a grant when applications open again later this year (July 2025).</p> <p>CC to check site regularly for the opening of the funding as applications are on a “first come, first served” basis.</p>	CC
6	<p>Declaration of Pecuniary Interest</p> <p>All committee members to complete declaration of pecuniary interest form and save as a separate copy in the drop box folder. Link to blank form below.</p>	All
ITEM	DESCRIPTION	ACTION
	https://www.dropbox.com/scl/fi/wjdhnwft7xhodopkdsw8/	

	Declaration-of-Pecuniary-Interest-Blank.docx?rkey=us9nojkhevvgum3vt0yvruw2y&st=18xeatnm&dl=0	
7	<p>Environmental Assessment</p> <p>There are to types of environmental assessment. The original plan has a Sustainability Appraisal. The “new” version is known as a Strategic Environmental Assessment. DS to review and clarify which of the two versions are appropriate for a modified plan.</p>	DS
8	<p>General Notes</p> <p>Park Homes, for example Nook Park, do not count towards the new / affordable home totals in a NP.</p> <p>Buckinghamshire has put out a call for sites. Tell us about a site for development Buckinghamshire Council. Previously advised sites can be found at Call for Sites 2021 - 2023</p> <p>Dean Farm are selling parcels of land some of which are advertised as development opportunities. It was agreed that the committee needs to talk to the owners. Note, no action responsibility allocated.</p>	Action Req'd
9	<p>Next Steps</p> <p>Review existing plan and make notes on any proposed changes. Note, DS has a number of the original NP documents and the ability to make amendments when necessary.</p> <p>Review “State of Village” report and feedback.</p>	All DS
10	<p>Next Meeting</p> <p>Next meeting will be held on 22 April 2025, 7:30pm at the Village Hall.</p>	