

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

**19.30 Tuesday 22 April**

**In the Village Hall**

**Present:**     Nikki Steele, Chair  
                 Caroline Cousin, Vice Chair  
                 Jackie Goss, Treasurer (JGo)  
                 Liz Metheringham, Secretary  
                 David Saunders  
                 Stuart Bayliss  
                 Alan Marlow  
                 John Gilbey (JWG)

**Apologies:**   None

ITEM	DESCRIPTION	ACTION
1	<b>Declaration of Pecuniary Interest</b>  Required – Jackie Goss	JGo
2	<b>Minutes of Last Meeting</b>  Minutes approved with the following updates:  3. Terms of Reference – one change requested which hasn't been made in relation to task 13. Working to be changed to "Check for conformity with the national planning policy framework".  8. Action not allocated. Contact is John & Zoe Thrower. JT to be targeted as part of call for sites action.	CC
3	<b>Dropbox</b>  JGo currently does not have access, but believes she can access. Everyone can access.  Remove JWG Parish council email address access.	JGo

ITEM	DESCRIPTION	ACTION
4	<p><b>Call for Sites</b></p> <p>DS has put forward a call for sites and questionnaire for residence. CC has proposed that the two documents are separated. LM agreed and proposed that we include how many sites the current NP allows for (8) to provide context. JGo requested a note about the need for access be included. DS suggested that the call for sites, clearly states, that villagers will be given the opportunity to comment / share their opinions at a later.</p> <p>SB will pull together some words about the call for sites in Focus (June) as a separate insert and for inclusion on social media sites.</p> <p>The feedback on the call for sites will be a separate activity.</p> <p>Duration of the plan was discussed again, and it was agreed that the date would be decided following receipt of proposals from the call for site notice. The latest date would be until 2033.</p> <p>Discussion around the housing density on the Home Farm (Opus 1046) site, opinion was mixed, however, it was proposed that the developer be invited to a meeting to discuss further.</p> <p>CC/JGo to meet with Felicity separately about land on Home Farm.</p>	<p>CC</p> <p>SB</p> <p>Parish Council</p> <p>CC/JGo</p>
5	<p><b>State of the Parish Report</b></p> <p>DS has created a draft modification to the exiting state of the Parish report.</p> <ul style="list-style-type: none"> <li>• One area that needs review is water / flooding.</li> <li>• Request for further feedback from the local community (section 3.2).</li> <li>• Section 3.3 onwards requires review/comments by all.</li> <li>• SB can contribute to the Education section.</li> </ul>	All
6	<p><b>Environmental Assessment</b></p> <p>DS is happy to discuss with Buckinghamshire Council about the Environment Assessment and whether a new scoping report is required. Ella or Rachael are the key contacts at BCC.</p> <p>The sustainability appraisal was included in the last funded packages.</p>	DS

ITEM	DESCRIPTION	ACTION
7	<p><b>Funding</b></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 is on the mailing list and will receive newsletters about next funding round. CC has also emailed to ask whether an expression of interest registration is required now and will check website equally.</p>	CC
8	<p><b>Next Meeting</b></p> <p>Next meeting will be held on 3 June 2025, 7:30pm at the Village Hall. JGo will not be available.</p>	
9	<p><b>AOB</b></p> <p>DS – noted that it says in our terms of reference that we will publish updates on the Parish Council website. DS volunteered to keep this updated. Will include ToR, confirmation of housing requirement and a small status update.</p> <p>Propose we have a committee gmail account that we can all access as a means by which the community can contact the committee.</p> <p>EM raised the requirement for traffic calming measures / requirements in the plan which will be included. To be discussed at a future meetings.</p>	<p>DS</p> <p>NS</p>