

Stapleford and Great Shelford Neighbourhood Plan

Meeting of the steering group

To be held at Stapleford Pavilion

7.30pm on Wednesday 29th November 2017

Minutes

Present: Peter Fane (PF Chair), Barbara Kettel(BK), Frank McGilly (FM), Jackie Nettleton (JN), Nigel Pett (NP), Mark Deas (MD), Nick Sample (NS), Miranda Fyfe (MF), Louise Morgan (LM).

1. Apologies for absence
Bridget Hodge (BH)
Ian Hodge (IH)
Mike Nettleton (MN)
Katherine McGilly (KM)
Rachel Hogger (RH)
2. Notes of last meeting – 25th October
To confirm the minutes from the last meeting 25th Oct 2017.
To clarify that the wording AMG should be replaced with Informal planning meeting for the Future.
3. Matters arising:
 - a. Update on Local Plan and enquiry
Bridget Hodge was due to update NHP on the Local Plan. NP will ask for the Bridget's Powerpoint Slide show to present to Full Council on 7th Dec 2017.
 - b. Introduction of Louise Morgan as Secretary to NPSG
LM will provide secretarial support for the Group funded by both Councils. Agreed hours for month are 8hrs. MF has passed all the details for the website and email address to LM. LM will manage the website.
 - c. Financial report and future support arrangements

Income from SPC & GSPC	£4000.00
From Groundwork Grant	£3845.00
Total	£7845.00
<u>Outstanding Outgoings</u>	
Cambs Acre	£ 480.00
Beckie Whitehouse	£ 1343.16
Miranda Fyfe	£ 191.30
Beckie Whitehouse	£ 93.75
Banner	£ 79.80
Bridget Hodge	£ 80.49
Total	£ 2268.50

NP has requested Invoices to be sent in. LM will follow up.

- d. Report of meeting with PC chairs and clerks,
Members of the Spotlight Groups feel that they have come to a dead end with collecting evidence/ information for the Plan. BK has asked for advise on how to move forward. NHP members have agreed to pass all information to LM to collate and distribute to see which areas need work in. PF would like to see a volunteer for Community Engagement, to help bridge the gap between the NHP and wider community.
- e. Correspondence with Locality / Groundwork re grant funding and period NP to confirm from Groundwork in writing for the extension of the Fund until March 2018.

4. Summaries of the spotlight group work programmes

- a. Greenbelt and Access

Spotlight Representative not present

- b. Village Amenities (“Infrastructure”)

JN informs NHP that a Survey has been done at the Schools. What was available for the elderly in the community? JN has suggested extending the Mobile warden scheme to Stapleford. Great Shelford have 2 paid mobile wardens and some volunteers, proving to be a success in Great Shelford. NP suggested to JN to contact Chris bow, treasurer for the Mobile Warden Scheme for Stapleford.

- c. Housing

Spotlight Representative not present

- d. Travel and Transport

BK feels that the Spotlight Group has come to a dead end. BK has agreed to pass on all information to LM for collating.

5. Guidance on future work programme and evidence gathering (Mark Deas)

The Locality grant includes funding for a scoping workshop. It will help bring together all the evidence from all the Stoplight Groups. Workshop will be supported by Mark Deas and Rachel Hogger, CACRE. The outcome will be a clearer understanding of what should be included in the NHP, what could be included and what should not be included.. MD has advised that the Groundworks grant will not be extended past March2018. MD suggests pinning a date down for the workshop to be held.

PF has suggested holding a meeting in January 2018 for the workshop. NP has mentioned that a SWOT Analyses meeting has already been in 2015. All the information can be found on the NHP Website. This will be revisited and actioned on. Review the timeline set out in 2016 and update them. MD has informed the

group that the grant programme ends at the end of March 2018 after a 4 year programme. A new grant programme for a further £22.5million will commence from April 2019 but we are awaiting details.

6. Plans for workshop with Mark Deas.
Please see above with regards to the Workshop as MD discussed this as a collective item.
7. Report of planning walk-round (Bridget Hodge)
LM will try and gather information from BH and RH with regards to the walk around and pass on to the rest of the members. MF has given us a brief outline of how the meeting went and how useful it was.
8. Future plans of the Great Shelford surgery
Health Centre had a meeting 28th Nov 2017. They are looking at new sites for building a new Health Centre. PF is confident that both Parish Councils could engage in how the site can be used and re-developed.
9. AOB
A Rail users group has been set up in conjunction with Whittlesford. There is to be a meeting on 13th Dec 2017 with Rail Futures who work closely with Network Rail. It may be possible for NHP to take on Shelford Station or let SAWG carry on, and NHP join further down the line. GSPC requested a rail user footprint survey from Network Rail. Network Rail plan is for the level crossing to be closed by 2019. To revisit next year.

Rural Exception sites. MD has suggested that it is not necessary for PC to allocate Rural Exceptions sites. Cambridgeshire ACRE and Hastoe can organise 'village walkabouts' in both parishes subject to agreement from Parish Councils. This process would identify potential sites. It would be simpler to deliver any chosen sites rather than allocate them in a plan. MD needs the agreement from the SPC and GSPC. LM to discuss with NP about this. MD has already spoken to BH.

10. Future meeting(s)
Monday 8th Jan 2018 Deadline for information to be handed to LM
Wednesday 24th Jan for Workshop with MD & RH from CACRE

Meeting closed at 9.30pm