

**CLIFFORD NEIGHBOURHOOD PLAN
COMMUNITY GROUP**



**Steering Group – Meeting 37
Minutes.**

Held Wednesday 23rd July 2014

Present :- T Blackmore, J Curtin, P Leeming, O Milligan, R Davidson and W James (part meeting).

ITEM 1 Apologies for absence.

These were received from J Davies and A Cairns.

ITEM 2 Matters arising from minutes of last meeting.

Re Item 2, ref Item 10 meeting 35. There had been no response from St Johns to the letter sent regarding protection of assets. It was agreed that W James should send a further communication to inform them that it was thought by the NP Group that this exercise needed to be carried out and it was hoped that they would contribute. The original letter and follow up communication to be put on record.

ITEM 3 Relocation of village green.

- A response was still awaited from LCC regarding the progress with in the various council departments.
- The owner of the site adjacent to the village hall had been written to asking for a meeting to update them on the progress and ascertain their current thoughts.
- PL to write submission for the existing village green site to be put into site allocation process.

ITEM 4 Land owners consultation and follow up.

O.M to write to all previously contacted land owners to advise the NP Group would wish to stay in contact so that a dialog could be established when it was thought appropriate.

ITEM 5 Development Group updated report on policy items 1 and 2 (development location) and 3 (housing mix).

This item was not discussed due to unavailability of A Cairns.

ITEM 6 Site allocation submissions.

- It was agreed to follow up the possible offering of a site to the west of the village for entry into the site allocation process. To this end PL to check ownership with the land registry and TB to make further contact with a possible owner for further guidance on ownership.
- Any communications on this topic to emphasise that the general view of the community was that the west side of the village was the most desirable location for any development.

ITEM 7 Green spaces reports consolidations. P O'Brien.

P O'B reported he had started work on the report but requested more time promising to complete early August 2014.

ITEM 8 Open event 4th October and Community Questionnaire.

- Quotation for questionnaire printing costs the best price being around £150-00 dependent on the final specification.
- The Parish Council members had agreed to deliver to questionnaire.
- A draft of the questionnaire had been prepared ready for fine tuning. This needs to be completed by Monday 11th August with a view to delivery to residences over the weekend of 22/23rd August. A latest return date of 15th September. A list of return addresses to be supplied by TB to JC.

- All group(s) members to be invited to the next Steering Group meeting.

ITEM 9 Update action plan

JC to action this from notes taken at the meeting.

ITEM 10 Logistics for plan completion.

- A consultant to assist with the completion of the plan had been agreed and a quotation for the work submitted to Planning Aid with the grant application.
- Steve Bonelle a Focus Group member (and owner of a company specialising in this work) had agreed to help to put the final plan document together.

ITEM 11 AOB

- JC to add evidence notes to rewritten sub policy CNP9B.
- RD to prepare a map and define areas where a reduction in off street parking will not be permitted. Policy CNP9B.
- The PC had written to Ordinance Survey for a licence to use their maps in published documents. Steve Wright had agreed to facilitate map requirements.

ITEM 12 Date of next meeting.

This to be held on Wednesday 6th August 2014 at 7-30 pm St Edwards. To be a joint meeting with all groups members.