

**ES&BG Neighbourhood Plan Steering Team Meeting
1930 Tuesday 7th June 2022**

Present: Marian Dain; Gill Lock; Charles Gillow; Tony Greener; Paul Debenham; Simon Willson; John Dain (reporter)

Apologies: Beth Reed

Agenda

1. Agree record of last meeting
2. Risk Review/Update (Marian) (Working Risk Matrix (Web view))
3. Action Log Review (Marian) (Action Log (Web view))
4. Finance update (Charles)
5. Follow up and next steps from Community Consultation (26/27/28 May) (all)
 - Review feedback analysis posted here Analysis of feedback forms (Web view)
 - Agree communication to community
 - Review discussion paper
 - Agree next steps
6. Update from latest steps in B&D BC LPU and proposals on table for EPH meeting on Thursday 9th June (Marian)
7. Roadmap to Reg 14 Consultation (Marian)
8. Update on AECOM reports
 - SEA Scoping report
 - SEA Site SA
 - Design Codes
9. Development & B&D BC Planning news (Marian)
10. Next Meetings – currently agreed schedule
 - Tuesday 5th July 2022 @ 1930
 - Tuesday 9th August 2022 @ 1930
11. Any other business

Status/Decisions/Actions

1. Record of meeting on 10th May agreed – will be put up on parish website
2. Risk review. Two new risks added to the Project Risk Log:
 - Loss of our liaison officer in B&D BC planning (Robyn Milliner who has resigned to go to the private sector – no replacement yet identified – this could delay progressing the Reg 14/16 stages of our plan and hence the overall timing – rated as RED
 - Delayed delivery of AECOM Design Codes – potentially 3 weeks behind extend timing of early June – this could affect progression to Reg 14 submission targets for end July – rated as Orange
 - Marian owns both and will work with B&D BC/AECOM to mitigate.
3. Action Log – a number of updates noted – action need to review selection of Key Views tabled – Charles/Simon/Marian will work this.
4. Finance – we are funded for the project delivery – some review/action on VAT recoveries required – Charles to liaise with Sarah J (Parish Clerk)
5. Follow up from Community Consultation
 - Analysis of feedback reviewed – no further comments – overall direction and key components have good support and our total of 119 respondents or 10% of the adult population is seen as good for this kind of event with a wide spread of attendees
 - Communication to the community agreed – will be posted on website and distributed via email.

- Extensive review of the discussion paper which will be updated as a detailed decision document which needs to be kept confidential to the Steering Group given the sensitive contents involved.
 - i. The Consultation review section needs minor updates.
 - ii. The Site Sustainability Assessment by AECOM was reviewed/recognised
 - iii. The proposed way forward on Bishops Green Site Selection was agreed
 - iv. The proposed way forward on Echinswell Site Selection was agreed with a minor addition of seeking some green space
 - v. The proposed way forward on Settlement Boundaries was agreed
 - vi. Some rework of the proposals on Housing Mix were discussed/agreed
 - Next steps are working the actions from the discussion paper and taking the analysis/feedback into drafting of the plan document for Reg 14 Pre-Submission Consultation.
6. Evolution of thinking on the B&D BC LPU and its impact on housing allocation discussed – await decisions from the EPH meeting on 9th June. We have a formal letter from B&D BC confirming our allocation and Marian is seeking an amended version with some extra wording recommended by Jon Dowty that should improve the robustness of our plan.
 7. Roadmap to Reg 14 Consultation – objective of reaching this by end July is tight given delayed delivery of the AECOM Design Codes and the absence of B&D BC liaison contact. We will however drive for minimal delay.
 8. AECOM delivery update:
 - Post consultation scoping report awaited
 - Site Assessment – final report with minor corrections awaited
 - Design Codes – 3 week delay as noted
 - Marian chasing these
 9. No new development news – timing of review of Catesby/Hathor applications remains uncertain but not seen as imminent given delivery of responses from official bodies and low resources in B&D BC Planning.
 10. Next Meetings agreed.
 11. No other business.