

**MINUTES
BERRICK SALOME PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING GROUP
14TH MARCH 2017**

A Meeting of the Neighbourhood Plan Steering Group was held in the 'Home Sweet Home', Roke on Tuesday 14TH March 2017 at 7:00 pm.

Present:

Brian Tracey (BT) (Chair)
Ian Glyn (IG) (Chairman - Parish Council)
Chris Cousins (CC) (Parish Clerk)
Ray Perfect (RP)
Derek Shaw (DS)
Sarah Russell (SR)
Conrad Shields (CS)
Douglas Taylor (DT)

1. Apologies for Absence

Sue Lyons (SL)
Chris Kilduff (CK)

2. Terms of Reference

An initial draft of a possible Terms of Reference for the Group will be circulated to Members for their consideration. **Action: CC**

Once the Members have considered and agreed a final draft of the Terms of Reference it will be submitted to the Parish Council for ratification.

3 Minutes

DT undertook to record the Minutes of Steering Group meetings for the time being.

4 NP Area Map

A map (reproduced on page 3) showing the proposed Neighbourhood Plan Area (NPA) was tabled. It was agreed that, subject to the consent of the respective neighbouring Parish Councils concerned, two adjacent areas of land would be incorporated in the proposed NPA. The two adjacent land areas are: the area, highlighted in blue, to the North of the parish boundary; and the area, highlighted in pink, bounded by Hollandtide Lane to the East.

5 Contact with Neighbouring Parishes

Consent for the incorporation of the blue area of land to be sought from Newington Parish Council. **Action: IG**

Consent for the incorporation of the pink area of land to be sought from Ewelme Parish Council. **Action: DT**

6 Vision and Objectives

The discussion concerning 'vision and objectives' was extended to include other pertinent sections of a typical Neighbourhood Plan document. Using the emerging Benson Neighbourhood Plan as a example, the meeting selected a number of section headings, listed below, which Members believed were likely to be relevant to a Neighbourhood Plan for our parish.

It was decided to make a start on the development of our own Neighbourhood Plan document. Individual Members volunteered to sketch out the possible content under each of the selected headings:

	Section Heading	Member
6.1	Vision and Objectives	BT
6.2	History and Social Infrastructure	DS
6.3	Design Policy	BT
6.4	Infrastructure (roads, bye-ways, telecoms, water, sewage, etc.)	RP
6.5	Community Facilities Policy	SR
6.6	Environment and Green Infrastructure	CC
6.7	Flood Risk Management	DT
6.8	Agricultural Needs (to include obtaining contact details of landowners)	SR IG
6.9	RAF Benson	CK

7 Village Consultation/Ratification

It was agreed that a draft consultation plan should be produced. **Action IG**

8 Any Other Business

The question as to whether or not land allocations for development should be included as part of the Neighbourhood Plan was raised. It was decided to seek guidance on the matter from SODC as and when appropriate.

9 Next Meeting

The provisional date for the next meeting is 13TH April at 7:30pm in the Village Hall. **Action: CC** to confirm meeting date, venue and time.

There being no further business the meeting closed at 8:15pm.

Signed Chairman

Date

Proposed Extended Neighbourhood Plan Area Map

