

North Crawley Parish Neighbourhood Plan Minutes of Meeting

Meeting Held:	via Zoom on 1st October 2020 at 7.30pm
Present:	Ruth Ambridge - RA; Helen Beauchamp - HB (Chairwoman); Steve Garner - SBG (Minutes); Derek Harpur - DH; Nic Sadeghi - NS (Vice Chair); Chris Toye - CT
Apologies:	Keith Shaw (KS); Chris Stavrinides (CS)
Public Observers:	N/A
Distribution:	All members of the steering group; Parish Council; Parish Council website, Facebook
Meeting No:	18
Agenda item 1 Minutes and Matters Arising	<p>The initial Assessment process is nearing completion with 1 set of assessments awaited. All action points from last month have been completed.</p> <p>SBG announced that the Parish Council, at its last meeting, formally appointed HB as Chair of the Steering Group.</p>
Agenda item 2 Feedback from call with Planning Consultants	<p>Feedback was given by HB on a call the Assessment Committee had with Una McGaughrin (UM) (Locality planning consultant). UM was in broad agreement with the Highways Department concerns (see Agenda item 3, below) regarding development in certain parts of the village. UM had varying levels of concern about the remaining sites, she felt that finding favourable sites was a challenge and that mitigation measures would need to be applied on all sites currently being assessed.</p> <p>NS pointed out that these were provisional comments and there would be a more complete picture once the full assessments are completed by the consultants w/c 5th October. He also felt that when we present the final range of viable sites to our community we should include the full and frank views of the consultant. All agreed with this view.</p>
Agenda Item 3 Discussion about Phil Caves' (PC) (Highways Dept.) views.	<p>There was debate as to whether we should accept PC's views on the unsuitability of parts of the village for any development. HB, who is in the process of collating the site assessments (see Agenda item 5, below), stated that there is some difference of opinion as to the practical effect of PC's views in terms of site assessment/selection. It would significantly reduce the number of potential sites. This still leaves us with a greater number of sites than were included in the last Neighbourhood Plan, but all except one of them were assessed by the former NP Steering Group.</p> <p>It was concluded that RS will develop and distribute his thoughts on how we might overcome these objections and circulate them to the SG. Action RS</p>
Agenda item 4 Site Assessments - Landowner Update	<p>Additional plans for site 7 have been circulated. SG discussed these.</p> <p>RS provided feedback on Land Registry research conducted in relation to feedback the Steering Group received from residents during site visits.</p> <p>Communication with all landowners/agents will take place once the assessment process is complete (which should be in November).</p>

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<p>Agenda Item 5 Site Assessments - Coordination and Analysis</p>	<p>HB understands all site visits to have now been completed. Only one further set of completed site assessments remains outstanding (and is expected imminently).</p> <p>HB is consolidating the information from the assessment templates and allocating ratings for each assessed section – Green = 3, Amber = 2, Red = 1. HB will produce a spreadsheet showing the summary data and also produce a single template for each site with the consolidated results of every assessment. Action HB</p> <p>The next meeting will be a single subject meeting focused on the site assessments. HB will distribute the spreadsheet and templates prior to the next meeting. Action HB</p>
<p>Agenda Item 6 Update to residents</p>	<p>It was agreed unanimously that we needed to update residents of our progress and activities although there was much debate and some disagreement as to when we should publish a map of every potential site (irrespective of whether it is viable or feasible for development). All agreed that transparency was essential in order for residents to have confidence in the outcome of this process. The timing of publication will be revisited at a future meeting.</p> <p>It was concluded that HB will draft a note for SCAN (November issue) with a broad outline of our activity and that a full map of all sites will be included in a door to door leaflet drop once the assessment process is complete. This leaflet will include commentary on the outcome of the assessment process for each site. It will still be the residents who choose which sites are included in the Neighbourhood Plan but it is important that the SG present viable and suitable sites for their consideration. Action HB</p>
<p>Agenda item 7 Impact of Covid on our Project Plan</p>	<p>As this is a fast-changing issue, we cannot be sure when we can have a public meeting and we will review this each meeting.</p>
<p>AOB</p>	<p>Some discussion about whether Highways' view should be sought on other sites – Suggestion that Highways should be consulted about access for sites where there are already proposals. HB felt that this should wait until we know exactly what we are presenting as potential sites. NS concerned that inviting Highways to comment on a small number of sites merely because there are existing proposals, when there are no apparent access problems, creates the strong impression that the SG is favouring some sites over other sites. We need to stress that no sites are favoured at this point in time.</p> <p>RS will draft a response to the Highways Dept regarding potential mitigation measures in those parts of the village where they have expressed reservations about development. Action RS</p> <p>DH is investigating potential traffic calming measures at various points through the village – Action DH</p>
<p>Date of Next Meeting</p>	<p>Steering Group via Zoom on Thursday 29th October at 7.30pm. HB to organise with PC Clerk.</p> <p>There will be no public meetings until mass gatherings are allowed. All minutes will be published to the Parish Council website and also on Facebook. Monthly updates will be published in the SCAN magazine and distributed to all households in the Parish.</p>