

CHEDDINGTON NEIGHBOURHOOD PLAN STEERING GROUP

Notes of Neighbourhood Plan Meeting

Wednesday 27th November 2013

Present Andrew Docherty, Ann Tarbox, Chris Poll (PC), Christine Fee (PC), Derek Town, Nova Strange, Paul Cooper, Rob Grant (PC), Sandra Jenkins, Val Cooper.

Apologies Kathryn Coulson, Mark Coulson.

Chairman Rob chaired the meeting

Previous meeting notes

Not everyone has received a copy of the 16th October notes. **Christine** will e-mail these to everyone.

Terms of Reference

Not everyone on steering group has a copy. **Christine** will e-mail to everyone.

Steering Group

All the above names have been agreed as the Steering Group. Jane Cutler and Amy Town may join the group at a later date. **Ann** and **Derek** to contact them respectively.

Plan Boundary

The Parish has been designated as a Neighbourhood Area. However the area to be looked at in detail will be slightly less. **Rob** to sketch the agreed area and e-mail to steering group.

Report from Jean Fox

Jean is from Community Impact Bucks (CIB). She outlined the tasks to undertake now. These include forming a Steering Group, arrange a "Communications" plan, arrange a community information event (a Have Your Say Day), decide how to publicise this event and do a SHLAA expedition. She advised setting up a designated web site, to take photographs of areas of the village to display and also to note buildings or areas that could be classed as "Community Assets". She suggested looking at Winslow's website to get an idea of the type of items to include in a Cheddington NP website.

- The Steering Group has been formed.
- The communication will be covered in the Project Plan.
- It was suggested that the information event be held at the end of February 2014
- Publicity will be via the village newsletter, flyers, on the village web-site and by direct contact with organisations. The questionnaire may be available on-line

- Jean had supplied an example of a questionnaire but at 14 pages it was considered too unwieldy.
- Jean is also going to supply ideas for posters and flyers.
- **Sandra** offered to contact a resident who may be able to set up a web site.
- **Chris** offered to take photographs of the village
- **Andrew** and **Christine** offered to accompany Jean on the SHLAA (Strategic Housing Land Availability Assessment) expedition. This is basically identifying areas of the village which could possibly be used for development. The size and (if known) the landowner of each area should be supplied. Each area will be assessed by Jean as to whether it could be suitable for development. **Rob** will supply a map showing the potential areas.
- With regard to “community assets” all of the **Steering Group** to think of examples for the next meeting. (Community assets are areas / buildings / facilities that the village would not want to lose.)
- There is also a scheme called the Community Right to Bid which can “pause” the sale of buildings or land such as a pub, shop, library or football club. It gives a community time to develop a bid to buy it. Such land and buildings have to be part of a register of “assets of community value”. The Steering Group could consider this aspect.

Project Plan

Derek supplied a Project Plan which outlines the tasks involved to develop the Neighbourhood Plan.

- Communications in the project plan – **Christine** will supply details of AVDC’s Forward Plan officers.

Vision Statement

Christine showed the steering group examples of other NP Vision Statements. It was agreed that the Cheddington NP Vision Statement should be concise.

- It was suggested that all of the **Steering Group** should come back to the next meeting with suggestions of wording. **Christine** will e-mail examples to help inspire other ideas for the VS.

Next Meeting Dates

- Weds 18th December, Weds 22nd January, Weds 19th February. **Christine** to check the availability of the VH side rooms.

The meeting closed at 9.15 pm