

Stapleford and Great Shelford Neighbourhood Plan

Informal meeting of the steering group

To be held at Cox's Close Community Room, Stapleford

On Tuesday 15th May '18 at 10.00am

Minutes

1. In attendance

Peter Fane (Chair) (PF), Nigel Pett (NP), Ian Hodge (IH), Bridget Hodge (BH), Barbara Kettel (BK), Brian Scally (BS), Louise Morgan (LM).

2. Apologies for absence

None

3. Note of SG meeting 28/3 and informal SG meeting 12/4/18 * (tbc)

PF to circulate the highlights to NP. NP to look through and add any extra comments.

4. Matters arising:

a. Draft framework for Neighbourhood Plan *

Draft Framework has been produced by Cambridgeshire Acre, this will be reviewed and updated at the next meeting.

b. Draft community engagement strategy *

Draft Community engagement has been produced by Cambridgeshire Acre, this will be reviewed and updated at the next meeting.

c. Email from Rachel Hogger re future engagement

PF had written to Rachel Hogger to ask whether she would be able to write a draft Neighbourhood plan and costing. Rachel Hogger has replied and confirmed that she would be happy to write the draft for Stapleford and Great Shelford. NHP is currently waiting for feedback on the application for Grant money before confirming with Rachel Hogger.

d. Report of SSYI meeting

PF informs the group that the SSYI meeting went well, there were 7+ youth workers. He had very positive feedback with the approach of sending out Photographs and asking people where they were taken. Volunteers will go out and continue this work.

e. Reports of Gt Shelford (18/4) and Stapleford (25/4) APMs

PF informs the group about the meetings. Both held short presentations for the NHP. PF informs the group that Great Shelford Parish Council is adopting a proposed policy to guide its response on future applications with regards to Rural Exceptions sites.

f. Mapping and Data

PF congratulated IH on his presentation on Mapping and Data. PF suggested that Jim Rickard's data should be looked at and used. IH informed everyone that Graham Townsend is looking to provide data that would go in the introduction for the Neighbourhood plan. NP to circulate Jim Rickard's paperwork. NP suggested that a GDPR officer to be shared

with an other group. LM informs everyone that the GDPR privacy policy is live on website and has produced a consent form for the public to fill in at public meetings.

5. Spotlight Groups and progress:

a. Travel & Transport SG

BK

b. Amenities SG:

(i) Shelford medical centre and possible redevelopment site

PF informs the group about the Great Shelford Medical Centre. The Centre will be looking at moving to the site next to the original location. PF has suggested that the Medical Centre be including in the Neighbourhood Plan.

(ii) Gt Shelford Rec and possible CPO Grange Field

BH suggests that there be a table for Grange Field at the Great Shelford Public Open Meeting to be held on the 27th June at 7.30pm. PF suggested that Stapleford have a table for Stapleford recreation ground to go along side Great Shelford's Recreation Ground.

(iii) Future of Gt Shelford Memorial Hall/ Village hubs

PF suggests that this items may be better serviced through the Parish Councils. Suggestions were made that both sites be included in the Landscape Character Assessment.

(iv) The Tree and possible CPO?

Suggestion was made that there be a table at the Great Shelford Public Open Meeting to be held on the 27th June 7.30pm. Suggestion was also made that the Table include the information on all the Pubs within in the Villages. NP to talk with Bill French on this matter. Suggestions are for a Stapleford Hub table.

c. Housing SG

BH

**SCDC Local Plan and green belt -- possible rural exception sites and PC proposals, site location for affordable housing
Village design statement – revision and extension**

BS confirms he is happy to join the NHP. BH & BS to liaise to get objectives for housing needs within both villages.

d. Green spaces and access to the Countryside SG

IH

meeting with green spaces and access groups (23/5)

PF and IH have had confirmation from Sophie O'hara Smith with regards to Landscape character assessment. Sophie has confirmed that she is available to undertake the work and supplied us with her quotation. The next Open Public Meeting is 23rd May at Stapleford Jubilee Pavilion. IH has confirmed that Christopher South has agreed to chair and James Littlewood and Martin Barker to contribute.

6. Financial report and future finances

LM

Parish council funding

NP

LM has applied for a new grant from Locality. LM has supplied Locality with both quotes from Sophie O'hara Smith and Rachel Hogger. We are currently waiting an answer from Locality. LM, IH, BH are to have a meeting to discuss Meeting Protocol at a convenient time. LM supplied up to date accounts at the March Meeting.

7. Future meetings:

- (i) Next meeting NPSG, **12th June 2018 @ 10.00am**
- (ii) Round table consultation on draft plan (prov 27/6 GS Memorial Hall)

LM confirms that the GS Memorial Hall is booked for the meeting.

- (iii) Communication and engagement with those who have attended previous meetings (and GDPR)

ⁱ See GS VDS at <https://www.shelford.org//vds.htm>

And Stapleford Village Plan <https://sites.google.com/site/staplefordonline/home/stapleford-cambridge-planning/stapleford-parish-plan> (?)

