

THE IVERS PARISH COUNCIL

21st October 2020

To all Members of the NEIGHBOURHOOD PLANNING SUB COMMITTEE

A Meeting of the Neighbourhood Planning Sub Committee will be held on **Tuesday 27th October, 2020 at 6.00pm**. This meeting will be held by Zoom Video Conference for the purpose of transacting the following business.

Instructions for joining the Zoom meeting

<https://us02web.zoom.us/j/81230101637?pwd=ekwrNTYxdnZzZmo0bFdZWdIwTHpiQT09>

Meeting ID: 812 3010 1637

Passcode: 805729

Find your local number: <https://us02web.zoom.us/u/kL87fK5pz>

Stephanie Bennett

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

- a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;
- b. To receive any written requests for dispensations for disclosable pecuniary interests;
- c. To grant any requests for dispensation as appropriate.

3. PUBLIC PARTICIPATION

An Open Session will be held for members of the public who may ask questions or submit comments about agenda items/parish council matters. Parish Councillors may also make comment at this time. If there is a representative from Thames Valley Police, and/or a Buckinghamshire Council Member in attendance, there will be an opportunity for them to report on any relevant matter or ask/answer questions. Each person speaking will usually be limited to three minutes. Duration of this part of the meeting usually to be no longer than fifteen minutes.

4. MINUTES

To consider and approve the minutes of the meeting held on 19th October 2020

5. PROJECT NOTE

- a. To consider the recommendations in the attached Project Note and the actions to be taken
- b. To consider and agree any additional consultation to be undertaken to provide essential evidence base

6. PROJECT PLAN

- a. To consider the October 2020 Project Plan (attached) in the light of actions agreed under Item 5

THE IVERS PARISH COUNCIL

MINUTES OF A MEETING OF THE NEIGHBOURHOOD PLANNING SUB COMMITTEE HELD ON

19th OCTOBER 2020 at 6.00PM VIA ZOOM CALL

Present: Councillors Carol Gibson (Chairman), Ann Mayling, Wendy Matthews, Chris Jordan, Chris Woolly and Graham Young, Alan Wilson, Janet Rayner, Jim Skinner and Jane Griffin. Cllr Peter Stanhope joined at 1807.

In attendance: 7 Members of the Public, Cllr Kevin Brown and Stephanie Bennett (Clerk). Cllr Julie Cook joined at 1847

NP.030/20 APOLOGIES FOR ABSENCE

Ciarán Beary

NP.031/20 DECLARATIONS OF INTEREST

None were received.

NP.032/20 PUBLIC PARTICIPATION

There was no representation made.

NP.033/20 MINUTES

RESOLVED that

Subject to the addition of Jane Griffin to attendees the minutes of the meeting held on the 20th September, 2020 be agreed and signed by the Chairman

NP.034/20 CHAIRMAN'S ANNOUNCEMENTS

The Chairman outlined the proposal of Bucks Council to withdraw the Local Plan for South Bucks and it was confirmed that Bucks is working on delivering a high level local Plan for the whole of Bucks by 2022/23. We need to explore our options to bring policies into the new Local Plan to assist this Parish.

1807 Cllr Peter Stanhope joins the meeting

The group was interested to find out what formulae will be used for calculating the number of new homes required. It was confirmed that the calculation would be for the whole area of Bucks however a close watch would need to be kept to ensure that there wasn't a disproportionate allocation to The Ivers.

The Chairman encouraged the sub committee to identify pieces of land where we might wish to influence land use in the emerging local plan as well as protect through our own plan.

NP.035/20 QUESTIONS POSED

Ann Mayling reported on behalf of the Comms Task Team (Ann, Graham and Peter). Following the previous meeting all members were requested to forward to Ann their thoughts with regard to the questions posed. Disappointingly only one member responded. Ann highlighted that if the Comms Team don't receive the info they will not be able to respond to the tasks that they have been allocated.

Ann emphasised that the Comms team will design the questions and media channels to be used by the settlement groups and through wider Comms work.

Ann presented on the work that the Comms Team had designed and the challenges that were being faced:

Key Principles

- ▶ All comments, questions etc. will be logged and responded to
 - Those not relating directly to NP will be retained under heading 'Community Strategy'
- ▶ Endeavour to reach as broad an audience as possible in this COVID-19 world
 - On-line engagement mirrored wherever possible by an activity that can be responded to in writing
 - Surveys on-line with printed copies at high footfall locations
 - Use In and Around for updates, liaise with admins. of community FB groups and other community groups
 - Add Instagram as a channel to reach younger audience
- ▶ Role of comms team is to push for evidence-based approach to ensure evidence base meets the criteria demanded by the legislation
 - Has need been demonstrated?
 - Is the demand clear – why, what and the benefits?
 - Ask for data to support statements and decision making
 - Collate all submissions into evidence pack

Comms activity for next four weeks

- ▶ Understand immediate requirements from sub-committee in validating or collecting additional feedback to schedule focus groups, surveys etc.. – questions only 1 respondent
- ▶ Key messages to raise awareness and encourage – Facebook posts 2 x weekly
 - We are here – this the why, what and the how....
 - Work to date – here's what we know so far
 - How you can get involved

- ▶ Launch surveys – 3 identified to date
- ▶ Recruit attendees for on-line focus groups
- ▶ Deliver minimum of 3 on-line groups
- ▶ Collate evidence base for general viewing and prepare folders/mechanics for feedback to sub-committee

Current requirements for clarification or validation

- ▶ Which local heritage assets are we to include and why? (Results to development task team)
 - Survey – gather list of suggested locations/assets
 - On-line discussion group – present existing lists such as those of listed buildings etc., elicit additional sites
 - Suggest group covers whole Parish with attendees from all sites
- ▶ How shall we address the parking policy questions? (Results to development task team)
 - Lack of clarity on what is needed – nothing to put to a group or to survey
 - Asking for a solution to be generated
- ▶ What community facilities are important to the community and why? (Results to development task team)
 - Survey – gather list of suggested locations/assets
 - On-line discussion group for each area
- ▶ What are the aspirations for around Iver Heath Village Hall - do we have evidence of need? (Results to environment and development task teams)
 - Two questions – evidence of need rather than want to be established first
 - What are the benefits of the 'sense of place'?
 - Definition of need drives the design of a solution
 - On-line discussion group focusing on – a village centre –What does it mean to you? What would it deliver for IH that is not present now? Need to get evidence of need and articulate tangible benefits. Note: Outputs are likely to overlaps with community facilities.
- ▶ Which local green spaces do we wish to include and why? (Results to environment task team)
 - Survey – purpose - create list of location and reasons for inclusion
 - On-line discussion for each settlement – include review of list, identify omissions etc.
- ▶ How shall we deal with connectivity? (Highways and Infrastructure Committee?) (Results to development and environment task teams)
 - What more is needed?
- ▶ How do we identify the possible green infrastructure assets and links? (Results to environment task team)
 - What specifically does the team want from this?
- ▶ How do we ask people about the carbon sink options? (Results to environment and development task team)
 - Complex concept and needs a comms piece to define and explain what is needed

Considerable discussion took place regarding the elements of the presentation and a number of action points arose (summarised in minute NP.036/20). Ann emphasised that the Comms team would be in touch with the sub committee members to

advise on the actions to be undertaken and asked that members forwarded all information to the Comms Team to maintain as a depository of evidence to support the submission of the plan at examination.

Specific points made:

- More information was required from the consultants on the nature of what parking policies could be considered
- Members are encouraged to consider green spaces as areas that might not actually be green but could be made green
- Help is needed to pull together the elements of the consultation with respect to connectivity, green infrastructure assets and links and carbon sink. Volunteers offered to assist with those tasks (summarised in minute NP.036/20)
- Local heritage assets can be features of land use and infrastructure; not just buildings

The Comms Team has not received enough contacts of people who have not already been consulted and will endeavour to set up discussion groups of a maximum of 8 people following a media campaign asking people to get involved.

1847 Cllr Julie Cook joins the meeting

Ann will circulate the information that the team will be using to promote the discussion group opportunities.

Ann also explained that she has collated the sites of interest raised to her already. This will be circulated and made available along with all the Neighbourhood Planning papers as soon as possible on the new website.

Alan asked if there was anything that the Neighbourhood Plan could include that would assist in mitigating the impact of the Pinewood proposals and the Chairman referred members to the briefing note prepared by the consultant that was circulated on Friday. It was noted that the Neighbourhood Plan was unlikely to assist however the Parish Council was looking at any opportunities for the community to gain from the application. The Chairman requested members to check the briefing note for inaccuracies.

Ann assured the group that she had prepared and was updating FAQs for community members

NP.036/20 ACTION PLAN

The following list summarises the actions to be undertaken:

- Janet to e mail Stephanie who will resend missing documents
- Clerk to contact consultant re parking policies question

- Comms Team to implement the work outlined
- Sub Committee to provide information and evidence to the Comms Team
- Chris Jordan to lead on the assistance for considering the questions posed under connectivity
- Leigh Tugwood to lead on the assistance for considering the questions posed under Carbon Sink
- Jane Griffin to lead on the assistance for considering the questions posed under green infrastructure assets and links
- All will encourage members of the community to participate in online discussion groups
- Ann will set up the discussion groups of 8 people per group
- Ann to share updated general info and FAQs
- Steph to add powerpoint to minutes
- Ann to add editorial to In and Around for next month
- All to feed back inaccuracies in the Project Note dated 16th October from ONeil Homer.
- All to feedback thoughts and sites and evidence to Comms Team

NP.037/20 TRAINING

No training was highlighted as needed

NP.038/20 NEXT STEPS

To proceed as per minutes and actions above. The Group is aiming for April 2021 to submit a plan for statutory consultation. Next meeting 16th November 2020

The meeting closed at 7.14pm

Signed Chairman

Date

