



Chelveston-cum-Caldecott Parish Council
Northamptonshire
Neighbourhood Development Plan Working Party



Minutes of a Public Working Party Meeting
2nd September 2013

Meeting: NDP-M003

Present: Working Party Members Andrew Seaman (Chair)
Cllr Adrian Dale
Cllr Jenny Harwood
Cllr Mick Izzard
Patricia Buckman
Cllr Melvyn Wooding
Paul Welton
Janette Kightley-Green

Clerk to the Working Party: Jane Seaman

Public: 4 members of the public: see ([NDP-M003R](#))

1 Open Forum

The Chair explained that this was an opportunity for members of the public to speak on any agenda item for a maximum of 3 minutes before the meeting started or to request formally that the Working Party consider a specific item at their next meeting.

No members of the public addressed the meeting.

The meeting opened formally at 19:40.

2 Welcome and introductions

The Chair welcomed everyone to the meeting

3 Approval of the Minutes

The minutes of meeting [NDP-M002](#) were approved with no amendment

4 Apologies received

Caroline Robinson

5 Declarations of interest

Under section 6.2 of the Terms of Reference – the following interests were declared:

All members – No interests declared

6 Amendment of NDP Area proposal ([NDP-0051](#))

The Chair thanked Cllr Adrian Dale for all his work on the revised proposal following discussions with Stanwick Parish Council. This proposal is a revision of the previous proposal ([NDP-0051/v1.0](#)) and takes into account responses from Stanwick Parish Council to the Community Governance Review (CGR) proposals from Chelveston-cum-Caldecott Parish Council. The outcome of the CGR will be known in April 2014. However they have agreed to transfer Site 1 to Chelveston-cum-Caldecott in return for site 2 being transferred to Stanwick

Parish Council. A revised boundary map has been issued which largely follows the existing Parish boundary but excludes site 2a ([NDP-0048](#)). It was proposed to go forward with the existing boundary and then make the changes in 2014.

Proposed: Cllr Jenny Harwood Seconded: Cllr Melvyn Wooding Decision: Unanimous

7 Receipt of reports from roundtable and other meetings

7.1 Actions from Roundtable Meeting 2 held on 22nd August 2013 ([NDP-W002](#))

The Chair has completed a summary of housing requirements detailing the allocation of new housing as scheduled by ENC for the period 2001 to 2021 ([NDP-0079](#)). The summary shows that based on the Strategic Plan, there are 9,400 projected completions for the period 2001 to 2021. The currently planned completions for Higham Ferrers, Irthlingborough, Raunds, Rushden and Stanwick are 3,316 representing more than 30% of the total. This will provide important evidence in the compilation of this NDP.

The following actions are on-going or outstanding:

- Continue to maintain contact with JST (Cllr Adrian Dale)
- Prepare a draft Communication Strategy and Timeline of NDP activities for presentation at the next round table meeting (Andrew Seaman)

7.2 September Newsletter ([NDP-N001](#))

The chair thanked Paul Welton for producing the Newsletter. The meeting approved the Newsletter and agreed that the Clerk should have 230 photocopies produced and that it would then be distributed throughout the Parish on the evening of the 3rd September.

7.3 Introductory meeting with ENC Planning Policy Team ([NDP-0062](#))

The Chair and Cllr Adrian Dale attended a meeting with the ENC Planning Policy Team. They were advised at this meeting that the NNJPU Core Spatial Strategy should be noted but places few restraints on the NDP and that NNJPU Settlement Hierarchy is evidence but not a restraint. The North Northamptonshire Planning Toolkit will be a useful reference document when compiling this NDP

The Chair has been invited to attend the Higham Ferrers Town Council NDP Meeting on the 10th September and has agreed to attend.

8 Call for aspirational sites – information required and timing ([NDP-0078](#))

Cllr Adrian Dale has prepared a questionnaire for completion by landowners in the Parish. It is hoped that if all landowners complete the questionnaire there will be a good understanding of the amount of aspirational development within the Parish boundary. The questionnaire has been based on the one produced by West Berkshire Council. Every effort will be made to ensure all landowners receive a copy and if necessary they will be sent out by registered post. All completed forms will be made public apart from personal details. The findings will be analysed and debated in public. Landowners will be asked to return forms by the 30th November 2013.

Proposed: Paul Welton Seconded: Melvyn Wooding Decision: Unanimous

9 Budget and Expenditure

Expenditure to date amounts to £60.00 which comprises hire of the village hall. No printing or publicity costs have yet been incurred. There is therefore currently a surplus against budget of £35.00. A budget and expenditure report will be issued to the Clerk of the Parish Council in advance of the next Parish Council meeting and will be attached to the NDP Chairman's report.

10 Dates of next meetings

The next formal public meeting of the Working Party will be held on 7th October 2013

The next round table meeting is scheduled for 19th September 2013

The meeting closed formally at: 8.06pm

Issued on 9th September 2013

Andrew K Seaman (approved on 7th October 2013)

Andrew Seaman
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Previous version: http://ndp.chelveston.org.uk/NDP-M003/v0.9

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| <ul style="list-style-type: none">• Minutes approved with no amendments |
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