

NDP Working Party – Roundtable Meeting Minutes – NDP-W002

Declarations of interest were made by:

Pieter Mommersteeg
John Eildred
Brenda Eildred
Sarah Stopps
Keith Oliver

All declared that they had land that could potentially be developed.

5 Approval of the Minutes

The minutes of meeting [NDP-W001](#) were approved with no amendments

6 Review of Actions from the meeting held on the 11th July 2013

Actions

1. Melchborne & Yelden, Dean & Shelton, Higham Ferrers and Stanwick representatives have been contacted and a discussion on their approach and progress with their NDP has taken place.
2. Uploading documents to the NDP website which relate to or inform this NDP is an on-going task (Cllr Adrian Dale).
3. A summary showing the hierarchy of documents that will provide the evidence for this NDP – see action 7
4. A draft newsletter update for residents was presented to the meeting and the content agreed with some amendments ([NDP-N001](#)). It was also agreed that a newsletter updating residents would be produced and delivered to residents every two months (Paul Welton). The first newsletter will be delivered during the week commencing 2nd September 2013 (see actions from this meeting).
5. The NDP boundary will comprise the current Parish boundary with some amendments as detailed in the Working Party Recommendation paper. ([NDP-0051](#))
6. A map showing known land ownership within the Parish based on information within the public domain was circulated at the meeting and has been uploaded to the NDP website.
7. A meeting took place on 13th August 2013 with the ENC Planning Policy team to discuss the evidential documentation that is available to the NDP (see file note [NDP-0062](#)). Mike Burton (ENC) confirmed that whilst we need to take note of the NNJPU Core Spatial Strategy, it actually places relatively few constraints on us. Similarly, we should note as evidence, but not as a constraint, the proposed NNJPU Settlement Hierarchy background paper.
8. 'North Northamptonshire AMR 2011/2012 - Appendix I East Northamptonshire Council Housing Site Schedule 2001-2021' document ([NDP-0039](#)) has been reviewed and summarised as an aid to informing the working party on housing completion expectations. This will be uploaded to the NDP website in due course.
9. A copy of the Higham Ferrers NDP Residents survey has been obtained and uploaded to the NDP website. ([NDP-0058](#))

7 Residents' Communication Plan

The meeting discussed what the Residents' Communication Plan should consist of. It was suggested by the meeting that it should focus on the following topics:

- 'Your views' (resident's physical and intellectual views)

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- Children and young people - their future in the village (employment opportunities and housing)
- Transport links – future aspirations of residents

It was suggested that residents should be encouraged to think about the whole of the village and not just housing developments. They should be asked if they want a community space, is there anything they would like to protect, what do they want now and what do they want for the future.

8 Summary of Actions

Actions

1. Finalise the newsletter and distribute the first week in September 2013 (Andrew Seaman and Paul Welton)
2. Maintain contact and relationship with JST concerning future development of the JST site in Chelveston. (Cllr Adrian Dale)
3. Prepare a draft paper detailing the Communication Strategy that could be adopted based on the discussions at this meeting. This is to be presented at the next roundtable meeting (Andrew Seaman)
4. Prepare a draft timeline (Gantt chart) of activities that the NDP working party will need to complete including milestones. This is to be presented at the next roundtable meeting (Andrew Seaman/Cllr Adrian Dale)

9 Meeting closed

The meeting closed formally at: 21.00

Issued on 25th August 2013

Andrew K Seaman (approved on 19th September 2013)

Andrew Seaman
Chairman of the NDP Working Party
chair@ndp.chelveston.org.uk

Previous version: <http://ndp.chelveston.org.uk/NDP-W002/v0.01>

- Approved without amendment