

## HALLATON NEIGHBOURHOOD PLAN ADVISORY COMMITTEE

### CLOSED MEETING

**Monday 5 August 2019 at Mel Brucciani's, High Street, Hallaton**

#### NOTE

1. Welcome and apologies

Linda welcomes everyone to the meeting. Ali had given her apologies.

Attended by: Linda Jones, Gary Kirk, John Norton, Mel Brucciani, Della Stones, John Morison. Jeremy Mears, Chris Kilby

2. Notes of the meeting held on Thursday 4 July 2019

AGREED.

3. Matters arising

All key items in the agenda.

4. Update of action since the last meeting

John Norton began by updating on the actions taken by the HTG. The SSAs had all been reviewed. They had included the smaller sites back in the assessments, given that the numbers required are now small. He clarified that our housing requirement is now 28 (this takes into account the Wainwright's build on Melbourne Road).

The Environment Group had also worked to update their section. The public access part of Walnut Paddock now reaches the required score to become a Local Green Space. The Local Green Space at the allotments had not included the Play Park. All changes were sent to John Martin. **Action: Gary to contact John Martin for final version**

5. Consideration of updated SSA Appendix

- a. To determine allocation to be recommended to the Parish Council – it was DECIDED to go for the combined number of the 3 top scoring sites ie around 10.
- b. If to have an allocation, to determine which sites to recommend – after considerable discussion it was AGREED to include the top 3 scoring sites as our allocation:
  - i. Infill rear of 31 High Street (site 6). 2 units
  - ii. Infill rear of 39-41 North End (13). 4 units
  - iii. Infill adjacent to the Fox Inn (12). 4 units – Della Stones and John Morison did not agree with this one due to the proximity of the access to the busy corner.
- c. It was also AGREED to include 11 units at Cow Close as the reserve site.

- d. All of the sites would be required to meet the housing design guide and other policies in the Plan.
  - e. Not yet heard back from the owners about whether deliverable. John N had contacted HDC but not yet heard back. This will need to be resolved before or during consultation period.
  - f. Landowners need to be told that the SSAs will be made public at the start of the consultation period **Action: John N, Chris**
6. Action required prior to the Parish Council Planning Meeting on 12 August
- a. Update to SSA Appendix – no changes required
  - b. Update of Pre-submission Neighbourhood Plan **Action: Gary**
  - c. Advise Carol Kirby and Chris Green of proposed recommendations **Action: Linda**
  - d. Gary needs the final map of the locations of the site. **Action: Chris**
  - e. Update of Lines to Development – AGREED it should be closely drawn around existing housing. Grace Homes site will need to be incorporated. **Action: Gary**
7. Parish Council Planning Meeting 12 August – requirements of Gary and Advisory Committee
- a. Proposing to recommend move to Regulation 14 Consultation - AGREED To move to Regulation 14 for 6 weeks beginning 2 September until 14 October. The HPC meetings around that time are 14 October and 11 November. We will try to get the work on the responses and proposed update of the NP for the PC on 11 November. **Action: All**
  - b. John Norton will contact Hayley and make sure that the NP is on the agenda for next Monday 12 August **Action: John N**
  - c. Do Councillors want Gary and/ or Linda to present the updated NP and recommendations? – Yes. Linda to present updates and proposal to move to Regulation 14. Gary to send Linda a list of the changes. **Action: Gary, Linda**
8. Any other business or actions required
- a. Discussed the work needed to get us ready for Regulation 14 consultation and afterwards. Linda offered to lead on it, given the PC do not have a clerk who is able to do it.
    - i. Gary to send Linda the template letters to go out and list of usual stakeholders. **Action: Gary**
    - ii. Linda to start to prepare the letters. **Action: Linda**
    - iii. Linda to add responses to template form as received.
    - iv. Gary will draft responses.
    - v. It was AGREED to meet to plan how we are going to communicate to the villagers during the consultation period, including posters, updated NP and all site assessments on HPC website, hard copies available in set locations, possible briefings etc AGREED to hold closed meeting on Wednesday 21 August at 6pm at John Norton's house to plan.
  - b. Rosy Warne, when Clerk to the HPC, had not signed off the last Locality Grant. This needs to be done on line before any further grant is

received. **Action: Mel, John N to ask Hayley to do.** Will need to get new password.

- c. The final grant from Locality/ Groundworks will cover the costs of the work needed to complete the NP.

9. Date of next meeting of the Neighbourhood Plan Advisory Committee

- a. Wednesday 21 August 6pm at John Norton's house to discuss communications during Regulation 14 Consultation- Gary not needed to attend. Action:All
- b. Wednesday 23 October 6pm at Mel's house. **Action: All**