

**VIA**  
Ildridgehay & Alton and Ashleyhay Parish  
Neighbourhood Plan

Minutes of the 17th meeting of the Steering Committee held on Wednesday, August 6th 2014 at 7.00pm in the Village Corn Store.

Present: Anna Bristow, Nick Bristow, Ros Hallam, Hazel Haslam, Elvin Ibbotson, Glynis Ibbett, Eric Matkin, Jane Smith, Michael Smith, Robert Tatler, John Wiltshire and Muff Wiltshire.

1. **Apologies for absence:** Dudley Ibbett, Jill Matthews and Peter Matthews.
2. **Minutes of previous meeting.** John Wiltshire opened the meeting. All agreed the minutes of the meeting held on July 2nd were a true and accurate record and John signed them.
3. **Matters arising:** At a recent training day at AVBC, Paul Benski, solicitor for the LA, had informed Ros that the owner of the Black Swan was appealing against the listing of the pub as an Asset of Community Value. The PC had not received formal notice but would be chasing it up next week.
4. **Reports:**
  - a) **Treasurer.** Michael reported that, after paying tonight's room hire we had £842.64 remaining of the grants from DCLG.
  - b) **Meeting with Bob Keith on July 4th.** Notes of the meeting had been circulated with tonight's agenda. John summarised that we had discussed the next steps in the formal procedure including the basic conditions. VIA's draft documents have been revised following his advice. The possibility of having a health check on our plan before we submit to AVBC was also discussed and it was agreed to put it to the committee tonight. Bob was concerned about the time it was taking for AVBC to carry out the screening process for a Strategic Environmental Assessment (SEA) and had offered to liaise with officers and even to meet with them at Ripley if it would help. Jane had contacted Amie Taylor in this regard.
  - c) **Village fete.** VIA had raised £71.00 for the church funds on a stall offering the chance to win a bottle of wine if lucky, or a bottle of water if unlucky. There was also a display with a progress report on the neighbourhood plan.
  - d) **Re-writing group.** The group had continued to meet and work on the formal documents to accompany the plan. These include the Basic Conditions Statement, Statement of Community Engagement, Statement of Public Consultation and the Sustainability Appraisal. These had been circulated prior to this meeting, together with a compressed version of the plan. Muff pointed out that the map was removed from the plan to make it easier to circulate compressed. Apart from the SEA confirmation and the submission date, the plan was ready to submit. Muff asked that we all look at the plan and check it for typing errors.
5. **AVBC Core Strategy Part 1.** The Core Strategy had been revised following the initial examination in May and was now out for a 2<sup>nd</sup> consultation on the changes to the Plan for a period of six weeks. The main changes are to housing site allocations. At a recent Full Council meeting there were no new housing allocations for the Alport Ward.
6. **Next steps:**
  - a) **Sustainability grid.** A sustainability appraisal is not a legal requirement for our plan but we need to show that we have addressed sustainable development. Simon, Robert and Hazel had been working on this and had produced very good examples for all but the Landscape policy. Jane to chase this up with Simon, as he was not present at the meeting.

**b) Basic Conditions Statement.** Following the meeting with Bob Keith Muff had revised the document with tables showing how VIA's policies conform to the NPPF and the Local Plan policies, both saved and emerging. After carefully looking at this it was agreed only one amendment is needed and that is to add a reference to the Statement of Community Engagement.

**c) Statement of Public Consultation.** This document records who was consulted, how, when, their comments and how we dealt with them. It is almost complete save for possible further comment from DCC on the revised Housing Policy H1. Glynis to chase this up next week.

**d) Screening for a Strategic Environmental Assessment.** AVBC have to confirm that we do not need a SEA but that is out for consultation with statutory bodies until August 27<sup>th</sup>. Jane to chase this up on that date.

**e) Plan Health Check.** There was discussion about the possibility of the plan being screened before it goes to AVBC. The procedure involves Planning Aid arranging for a qualified examiner to carry out a "health check" to make sure the plan is sound and that we have satisfied the basic conditions. This is a free service under the direct support package from DCLG. The examiner prepares a report for the PC and Steering Committee, not for the LA. The process should take around two weeks. Initially, opinion was divided over whether this was necessary. Eventually it was agreed that given the delay in the SEA screening process and the fact that we do not have to act upon the examiner's advice if we do not agree with it, we have nothing to lose and we would send the Plan and accompanying documents to Planning Aid for a 'health check'. Jane was concerned that AVBC would not take sufficient time to look at the plan before appointing an examiner and it might fail, as had happened recently with another NDP. Furthermore, Planning Aid had recently been contacted by the Core Strategy team at AVBC asking whether a health check was open to us, which suggested they lack confidence in their ability to check the plan themselves. It was agreed that any further comments on the plan and other documents be sent to Muff by August 15<sup>th</sup> at the latest. Meanwhile Jane to seek assurance from Bob that the examiner's report would be confidential to VIA and not copied to AVBC.

**9. Any other business.** Jane told the meeting that following requests from the public and the PC, an "Unsuitable for HGV's" sign had been installed at the junction of Barnsley Lane and the B5023.

**10. The next meeting** will be in the Village Corn Store at 7pm on Tuesday, September 23rd.

The meeting closed at 8.00pm

Signed as a true and accurate record.

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Date.....