

MINUTES OF THE NEIGHBOURHOOD PLANNING MEETING - HELD AT 2.00 PM ON THURSDAY THE 17TH JULY 2014 AT THE WAVENDON COMMUNITY CENTRE.

Present:

Cllr N Wilkes (Wavendon Parish Council)
Cllr J Pittman (Wavendon Parish Council)
Cllr J Smith (Wavendon Parish Council)
Alan Kemp (Parish Clerk – Wavendon Parish Council)
Jennifer Lampert (JFL Planning Ltd)
Sue Jobbins (Shaping Communities Ltd)
Ron Jamieson (Local Resident)

1. Terms of Reference:

A copy of the terms of reference for the group was distributed at the meeting to all present following agreement by Wavendon Parish Council on the 16th June 2014.

2. Development of Consultation Programme:

It was noted that SJ would be preparing a Consultation and Engagement Strategy Report following discussion at the meeting today by Monday the 21st July 2014.

3. Project Plan:

JL agreed to update the draft project plan as soon as possible after the completion of the draft Consultation and Engagement Strategy Report.

4. Formalise of record keeping:

It was agreed that a record of all meetings and key documentation should be available on the Parish Council website. AK stated that he would be able to action this item in August 2014.

5. Agree date and plan for Residents open day event:

AK advised that the Community Centre is available on Saturday afternoon on the 20th September 2014 and all present agreed to this date. It was recommended that we should also consider holding an evening event on Friday the 19th September 2014. AK to establish if the Community Centre is available.

All present thought that it would be a good idea to invite the Developers (Gallagher's etc.) to the open day event on the 20th September 2014.

Plans for the open day event will be agreed at the next meeting on the 31st July 2014.

6. Other issues raised:

A map of the designated Neighbourhood Plan area showing all the current development sites would be useful. AK to ascertain with MKC if a drawing is available.

JS advised that a Strategic Housing Land Availability Assessment report published in December 2012 is available to view on MKC website. **Post meeting note:** Link to website was emailed to all concerned by JS on the 19th July 2014.

It was suggested that we should invite Diane Webber (Neighbourhood Plan Officer) from MKC to attend future meetings (when required). Action AK.

7. Next Meeting:

It was agreed to hold the next meeting on Thursday the 31st July 2014 at 3b Phoebe Lane commencing at 2.00 pm and it was decided that that in this instance, we would not require the involvement of the Consultants.

It was suggested that we should invite Mike Geddes from WSTC to attend this meeting.

Post meeting note: Mike Geddes has agreed to attend our steering group meeting.

The meeting closed at 5.15 pm