

**NOTES OF THE NEIGHBOURHOOD WORKSHOP - HELD ON MONDAY 18<sup>th</sup> JULY 2016 (17.30 – 19.30) AT WAVENDON COMMUNITY CENTRE.**

**Present:**

Cllr Jim Pittman (Wavendon Parish Council)  
Cllr Norman Wilkes (Wavendon Parish Council)  
Cllr Alan Pugh (Wavendon Parish Council)  
Cllr David Hopkins (Wavendon Parish Council)  
Ron Jamieson (Neighbourhood Plan Team Member)  
Alan Kemp (Parish Clerk – Wavendon Parish Council)

---

**1. Apologies:**

None.

**2. Declaration of Interests:**

None.

**3. Brief review of evidence gathering for the following topics and to record any further actions:**

- **Housing** – Owner J Pitman / N Wilkes
- **Business Employment & Retail Owner** – A Pugh
- **Connectivity, Transport & Highways** – Owner R Jamieson
- **Sports Recreation and Community facilities** – Owner A Pugh
- **Health & Education** – Owner N Wilkes
- **Conservation and Design** – Owner J Pittman

It was agreed that the owners of the above mentioned topics confirm that they are complete and send any updated documents to A Kemp by the middle of August 2016.

**4. To discuss and agree Policies for inclusion in the Neighbourhood Plan:**

- A review of the suggested policies drafted by our consultant was undertaken and it was agreed that all topic owners would recommend those that should be considered for inclusion in our Neighbourhood Plan and circulate suggestions to all members of the NP Steering Group by the middle of August 2016.

**5. Green Buffer:**

A short discussion was held and the following issues were raised.

- It was agreed that we should document what we mean by a green buffer?
- Does it includes recreational use / cannot be built on / include other areas of Wavendon?
- Does it need planting?

JP / AP agreed to look into this further and make recommendations for the Steering Group to review at a later date.

**6. Village Boundary:**

A short discussion was held on this item and it was agreed that a clear statement in our Neighbourhood Plan should be made, that we cannot support any development outside the village envelope.

**7. Update on outstanding actions:**

- **SLA updates** - Drawing prepared 15/04/16 and needs to be reviewed and updated on a regular basis.
- **SLA** – List of approval conditions to be documented and updated on a regular basis. Action AK.
- **Update list of 106 projects.** Updated after every meeting with MKC.
- **Site Allocation selection methodology.** Agreed following meeting with MKC (Sam Dix), see separate minutes dated 20/04/16.
- **New sites** - We will need to comment on the sites that have come forward.
- **Contents page.** Draft available for comment, which needs to be tailored more to suit the objectives and policies of our developing Neighbourhood Plan. Action NW
- **Who will complete a Sustainability Appraisal?** – To be agreed at a later stage, likely cost £500.00.
- **Community Assets to be recorded** - Action AK.
- **We need to complete a landscape character document** - See response from MKC 13/01/16. To be agreed at a later date.
- **Project Plan to be updated** - Action AK.
- **Website** – To be updated, when required. Action AK.

**8. Finance:**

It was noted that there is a possibility to submit a further application for a Government grant for up to £5,800.00 and the Clerk was given approval to seek support from our Consultant at a cost of between £150.00 and £200.00 with the preparation of the necessary paperwork.

**9. To agree next steps:**

- Who will draft the plan? It was agreed to seek help from our Consultant with drafting our Neighbourhood Plan and the Clerk was asked to obtain costings for Parish Council approval.

**10. Date of Next Meeting:**

- Date to be advised. Action – JP / AK

**11. Any Other Business.**

None.