

**NOTES OF THE NEIGHBOURHOOD WORKSHOP - HELD ON MONDAY 21st
MARCH 2016 (18.30 – 17.30) 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)

It was noted that Chris Whear has resigned from the Neighborhood Plan Committee because of work pressures.

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
Outstanding - Housing Survey Results, Tax Base figures, others?
Post Meeting Note – 82 surveys have been returned (23%) – AK to document results.
- **Business Employment & Retail Owner** - J Pitman / A Pugh
Outstanding - Business Survey, others?
Post Meeting Note – 55 letters sent out to local businesses on the 5th April 2016 with a deadline to complete by the 30th April 2016.
- **Connectivity, Transport & Highways** – Owner R Jamieson – **Completed?**
- **Sports Recreation and Community facilities** – Owner A Pugh – **Completed?**
- **Health & Education** – Owner N Wilkes – **Completed?**
- **Conservation and Design** – Owner J Pittman – **Outstanding** – listed buildings / others?

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

- It was agreed that we should have further dialogue with our consultant in order to agree the work that she will undertake to draft the policies for inclusion in our Neighbourhood Plan.
Action JP.

5. Update on current actions.

- **Planning Policy review** – Comments received from NW.
Copy of comments to be sent to Sam Dix at MKC. *Action AK.*
- **SLA update.** Draft available for comment.
- **SLA** – list of approval conditions to be sort from MKC. *Action AK.*
- **Update list of 106 projects.** Updated after every meeting with MKC.

- **Site Allocation selection methodology.** Agreed, meeting to be arranged with Sam Dix. Action JP.
- **New sites** - we will need to comment on the four 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 by?
- **Who will complete a Sustainability Appraisal?**
- **Community Assets to be recorded.** Action JP /AK.
- **We need to complete a landscape character document.** See response from MKC 13/01/16.
- **Project Plan to be updated.** Action AK.

6. Finance:

It was noted that the Clerk had completed the documentation for the grant received in 2015 / 2016 and would be submitting a further application for a Government grant in April / May 2016 to help with the continuing cost of developing the Neighbourhood Plan.

7. To agree next steps.

- Who will draft the plan? Discuss at future meeting.

8. Arrange dates for further workshops / meetings.

- Next workshop / meeting to include establishment of policies, green buffer and impact of Frosts planning appeal on our NP - Date TBA.

9. Any Other Business.

None.