**HOUGH ON THE HILL PARISH COUNCIL**

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**Chairman: Councillor Mrs S Morgan**

**NEIGHBOURHOOD PLAN PROJECT TEAM**

**MINUTES OF MEETING HELD 29th October 2013**

The fifth meeting of the Hough on the Hill Parish Council Neighbourhood Plan Project Team was held on Tuesday 29th October 2013 at Stoney Oak, Hough Road, Gelston.

**Present:** Roger Kingscott (RK), Parish Councillor

 Jane Orchiston (JO), Parish Councillor

 Marilyn Taylor (MT), Resident

 John Halton (JH), Resident

Penny Milnes (PM), Resident

 Roger Twelvetrees (RT), Resident

**Apologies:** Louise Barrett(LB), Resident

1. **Public Forum**

4 residents were in attendance, and it was reported that people were experiencing difficulties accessing the neighbourhood plan website. **RK to investigate.**

**2. Declarations of Interest**

None were declared.

**3. Minutes of Meeting held 15th October 2013**

Agreed as a true record. Under matters arising:

* MT reported that free support from Locality could be applied for when we were approx two months away from NP submission (perhaps in January
* Parish Council decisions on adoption of LCA, and appointment of Globe Consultants both on EGM Agenda for 4th November
* Revised Project Plan/Timetable as circulated by MT was noted and agreed; JH felt we might be able to move forward with further consultation over the Christmas/New Year period.

**4. New NPPT Members**

There is still one vacancy on the NPPT.

**5. Aims & Objectives Review**

Draft proposals had been circulated by MT, which were fully discussed in turn. The aim was agreed as:

**“The primary purpose of the Neighbourhood Plan will be to set out a vision for the evolution and longterm sustainability of the Parish’s historic and built environment, protecting its rural landscape character and guiding appropriate and sensitive future development.”**

For the time being, and subject to further consultation, the following objectives were agreed as an appropriate basis for moving forward:

* Promoting sensitive development which protects and enriches the landscape and built setting of the three main settlements
* Prioritising local distinctiveness in every element of change and growth
* Protecting jobs and supporting sustainable economic development
* Protecting greenspace, the landscape and supporting nature conservation and biodiversity
* Encouraging, where appropriate, energy production from renewable and low carbon sources
* Improving recreational opportunities for residents and visitors of all ages to enjoy
* Seeking ongoing improvements to transport, utility infrastructure and digital connectivity
* Involving local people in an ongoing process of plan-making, monitoring and delivery

**6. Drafting: Next Steps**

 MT suggested a division of writing responsibilities for the sections describing the Parish as it is now. Agreed as follows:

* **RK:** History and Heritage
* **JH:** Local Character & Distinctiveness; Landscape & Environment; Transport & Movement
* **MT:** Housing (subject to housing needs assessment support from SKDC); Facilities & Services
* **JO:** Economy; Facilities & Services

JH was thanked for his comprehensive compilation of the evidence base for Hough on the Hill Parish. MT suggested the group now needed to focus on identifying key brownfield sites in and around all three settlements, and on making sure we had made appropriate contact with landowners. Actions agreed:

* JH can make largescale maps available
* PM, RT and JH to commence site identification and research land ownership
* MT to send letter to statutory consultees/utility companies
* MT to chase up SKDC for assistance with housing needs assessment
* MT to draft letter for use in contacting landowners

**7. Meeting with Conservation Officer**

 Agreed MT should contact her and arrange an informal discussion about how we might approach design and conversation issues in the NP.

**8. Publicity**

 JO/MT suggested newspaper publicity might be engendered by linking the story of our hopes to declare Loveden Hill a ‘Local Green Space’. MT to alert SKDC so that appropriate contact with the owner can be set in train beforehand. Meanwhile, further info about progress and next steps will be sent round the email list. Consultation meetings in the New Year might be of most benefit if three are held, one in each villages, rather than just one. Could involve walks around the villages as well to help with mapping.

**9. Date of Next Meeting**

 **Monday 9th December at 6pm**

 Meeting will be held at the home of Penny Milne in Gelston at: Stoney Oak, Hough Road, Gelston NG32 2AE