NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRSG)

MINUTES OF THE MEETING ON MONDAY 3rd AUGUST 2026
On Zoom

IN ATTENDANCE:
Parish Council
Louise Davies (LD), Andrew Jackson (AJ), Sophie Winship (SW)

Community Members
John Bristow (JB), Keith Charman (KC), Louise Jellard (LJ), Sheena Overington (SO)

The meeting opened at 7.30 pm.

1. **Election of Chair:** It was agreed that SO would Chair this meeting.

2. **Apologies for Absence:** All in attendance.

3. **Declaration of Interests:** No change to previously declared interests. In terms of the emerging sites, LJ advised that she lived close to Tanyards, JB's home backed onto the Winterfold site as did SW's mother.

4. **Minutes of the last meeting:** The minutes of the meetings held on Monday 13th July and Friday 31st July 2026 were approved as accurate records.

5. **Non-Designated Heritage Asset Identification and Assessment:**
   a. Residents' Letters: LD had been unable to progress as she was focusing on the draft NP document. This action was supported.

6. **Other Reports:**
   a. Strategic Environmental Assessment: KC advised that an online inception meeting was held with AECOM on Thursday 23rd July. All had previously received the email from AECOM which detailed the process. KC provided a summary:
      - Clear value in updating the report. The existing report already provided baseline information which would be refreshed.
      - A scoping report would be prepared which would be sent to the statutory consultees (Natural England, Historic England, and the Environment Agency) as well as CDC for a 5-week consultation.
      - The SEA would be prepared to accompany the Regulation 14 consultation, which would include a summary of the scoping consultation, assessment of reasonable alternatives and appraisal of the draft NP.
      - Early September meeting for process update / reasonable alternative / policy discussion. Potentially NP Group in the V Hall with AECOM online. Date to be confirmed.

AECOM required the following information:

- Now – local concerns that AECOM might not be aware of; examples were discussed. All to send to LD to forward on. **Action: ALL**
- Now – local evidence – LD had updated the old village website - to advise AECOM. AECOM already had the February consultation report.
- ASAP – draft NP and policies (by mid/late August for scoping to start beginning of September).
- Early/Mid-October – relatively complete version of NP.
- Mid November – SEA and HRA completed.

b. Habitats Regulations Assessment: No further contact from AECOM but linked to above.

8. **CDC Enquiries:**

a. Removal of Permitted Development Rights: A further email had been sent to Fjola Stevens, CDC Divisional Manager, Development Management but she was on holiday, returning today. LD to follow up. **Action: LD**

9. **Site Numbers:**

a. Ansells Yard: A revised site plan, which included the roadside plot, had now been received, indicating 26 dwellings. The marketing report to demonstrate a decline in business use had been provided; circulated to all. All felt that the report justified removal of the business units with best use for residential. James Garside, Planning Consultant, to be asked to review against Local Plan Appendix C to confirm the report provided the required justification, if it could be done within his existing agreed fee. **Action: LD**

b. Site Numbers: The numbers were considered in line with previous discussion. It was agreed that numbers for Land South of A272 and Tanyards could not be confirmed until access had been proven. AECOM to be provided with indicative figures at this stage as below. LD to contact the land agent and request the promised access report. **Action: LD**

86 dwellings required. Smaller sites that could be integrated into the village were supported through consultation. Both Tanyards and Land South of A272 possibly provided an opportunity for future expansion.

Stable Field – 8 (built)
Tanglewood – 10 (being constructed)
Ansells - 26
Winterfold - 5
Tanyards - 12 to 15 – concern about impact on village entrance and flood plain – not too low – to balance the opposite side.
Land South of A272 - 12 to 15 – the landowner appeared to have concerns about density, which potentially linked to the access. Again, flooding concerns.
Paddock Farm Field - 10

10. **Neighbourhood Plan Document**:
    a. Content / Layout / Policies: LD received direction at the meeting held on 31st July and would now produce a 'clean' copy to circulate for proof reading and review. Discussion relating to a couple of policies may still be required.

Action: LD / ALL

11. **Any Other Matters to Report:**
    a. Website: As previously mentioned, the old village website had now been updated for the Neighbourhood Plan only, which was also linked from the new website.
    b. Other Documents to update:
        - Local Green Space Assessment: To be updated to include Stable Field.

Action: KC

12. **Date of Next Meeting:** Monday 7th September 2026 at 7.30 pm on Zoom.

There being no further business, the meeting closed at 8.00 pm.