



Campton & Chicksands Neighbourhood Plan

CAMPTON AND CHICKSANDS NEIGHBOURHOOD PLAN STEERING GROUP

MINUTES

Date of meeting	Wednesday 15 th January 2020 : 7.30pm
Venue	Campton Village Hall
Attendees	Dave Baker; Sue Lamb; Paul Booton; Angela Baker; John Ayres; Alec Hardie; Sue Hardie & Deborah Maggs.

1. Apologies	Jackie Willis (having now moved, still involved, but will no longer attend meetings.
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2. Declarations of Interest	Dave & Angela Baker declared residing adjacent to land proposed for designation as LGS; Sue Lamb declared ownership of land and residing opposite land proposed as designation as LGS.
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3. Minutes of last meeting	Minutes of last meeting (11/12/19) were accepted.
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4. Matters arising from the Minutes	
Draft Plan	Latest version of the Draft Plan v.9.98 is now ready, except for confirming the LGS sites to go forward. Overall Vision Statement modified after previous feedback, discussed again. All changes received by the deadline of 20/12/19 have been worked into the Draft Plan.

5. Update on Progress	
a. Draft Plan (Version 9.98)	Draft Plan (Version 9.98) is ready once the confirmed LGS sites are agreed during this meeting. Tom Price assessed whether the Strategic Environmental & Habitat Regulations Assessments were required – decision : Not necessary. CBC have shown the Draft Plan to the Environment Agency, Historic England and Natural England. A response from Historic England was received offering help with appropriate wording.
b. Overall Vision Statement	A copy of the latest version of the Overall Vision Statement to be used in the Draft Plan and Consultation Leaflet was circulated; generally this was agreed on with some minor changes.
c. Local Green Space Nominations	List of landowner responses resulting from Nomination Letters was circulated. Responses have been received in respect of the Recreation Ground, the Glebe fields (one landowner), fields adjacent Campton Manor, Sports Island playing fields at Chicksands, fields adjacent Camptonbury Farm, amenity spaces (individual concern) at Chicksands Private. No response was received in respect of the amenity spaces as a whole at

	Chicksands Private, the Glebe fields (other landowners) or Campton Plantation. Ownership of some of the land adjacent Campton Manor is in question; a second Nomination Letter has been sent out, but no response received to date. It was agreed that all sites would go forward into Draft Plan, with the only exceptions being the Sports Island Playing Fields on MOD land (no evidence that it is special to the military community it serves) and the fields adjacent to Camptonbury Farm (already protected by Covenant against any future development).
d. Supporting documents	All supporting documents have been reformatted and are now on DROP-BOX. After some minor amendments, these will be ready to be posted on-line for Regulation 14. These will be shared with Tom Price as requested, for him to check and approve before they go public.

6. Regulation 14 Consultation	
a. Publicity Leaflet	Draft copies of proposed publicity leaflet were circulated; everyone generally happy with some minor amendments. It was agreed to have 500 colour copies of the two-page A5 leaflet printed; this would be at a cost of approximately £330 These will be delivered to all houses within the parish by volunteers from the group.
b. Representation Response Form	Draft copies of the proposed Response Form were circulated; everyone generally happy with content. It was agreed to have 250 b/w copies of the three pages printed; this would be at a cost of approximately £25 Responses can be given on-line or a hard copy can be requested. It has been suggested by Tom Price that anonymous representations should be allowed, although this is not preferable. It was considered that a reminder would be printed in the Newsletter to remind people of the deadline for the return of forms.
c. Review and agree Consultees	ACTION : Dave to email round a list of proposed Consultees. Any additions or changes to be highlighted by the end of January.
d. Preparation	Draft Plan to be presented and approved by Tom Price and the Parish Council. After this Working Group Chairs to email out to all W/G members; Dave to provide 'Link'. Just before Regulation 14 starts, Draft Plan and supporting documents will be uploaded onto the Parish Council website.
e. Dates / Timing	It is proposed to start Regulation 14 Consultation on Monday, 24 th February 2020, this will run for six weeks, so will close on Monday, 6 th April 2020. Drop-in Sessions will be run on Friday, 27 th March 2020 (7-9pm) and Saturday, 28 th March 2020 (10am-2pm) at Campton Village Hall.

7. Consultation Materials	It was agreed to have 6No. ring bound copies of the Draft Plan and an additional 6No. copies of all the supporting documents; approximately cost £200 A3 laminated copies of vision, objectives, policies, non-policy actions, LGS, maps etc. Also one large map of the NP area (John thinks he may still have one of these left over from the last Drop-in Session).
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8. Finance	Invoice had been received and paid for the hire of the hall to date : £105
9. Project Plan	Alec made some slight adjustments to the timeline, moving on roughly a month. Updated version of Project Plan will be posted on DROP-BOX.

Date and time of next meeting: Wednesday, 12th February 2020 Campton Village Hall at 7.30pm