



### Minutes of the Working Party

Date of Meeting: 21<sup>st</sup> October, 2019      Venue: 6 Whittlebury Road, Silverstone.

Name	Initials	Present - P Apologies - A Absent - AB	Name	Initials	Present - P Apologies - A Absent - AB
Nick Ashby (has resigned but will continue to receive minutes)	NA	DNA	James Laband	JL	P
Robert Brightman	RPB	P	Carol Mason	CM	AB
Charles Challinger	CC	AB	Carol Tosh	CT	P
Robert Farmer	RF	AB	John Rudland	JR	P
Noel Hopper	NH	AB	Martin Williams	MW	AB
Clive Girling	CG	A			

Chair	Clerk	Quorum - one third of total membership (i.e. 4)
Robert Brightman	Carol Tosh	Quorate – 4 members

Item	Comments
1	<b>Welcome and apologies for absence</b>  Received and as noted above.
2	<b>Secretary/Clerk</b>  CLT agreed to take notes of the meeting.
3	<b>Declaration of Interests</b>  There were no Declarations of Interest.

Item	Comments
4	<p><b>Minutes of the previous meeting</b>  The minutes of the meeting held on 23<sup>rd</sup> September were recorded as a true record of the meeting. CT to pass to JL for inclusion of the Parish Council website. <span style="color: red;">CT/JL</span></p>
5	<p><b>Matters Arising</b>  All matter were either complete of were to be noted within these minutes.</p>
6	<p><b>Altruism</b></p>
	<p>RPB highlighted the many hours, days, weeks, months and expertise which all working party members had given to this project. This included the many volunteers had also contributed to the quest for a robust and well informed Neighbourhood Plan for Silverstone.</p>
7	<p><b>Landowners update and Correspondence</b></p> <p>Discussion took place re the landowners' discussion, options and agreements. It was agreed that further discussions were still required to get all interested parties to be at a similar place in the process. One meeting was to be held later in the week and <b>CT was commissioned</b> to set up a further meeting with another group as soon as possible in a neutral venue. RPB had met with a local family and had a written agreement in principle and the remaining group had appointed an adviser A meeting had already taken place.</p> <p>Discussion also took place re the phasing of the Plan. After all discussions had taken place phasing needed to be revisited.</p>
8	<p><b>GU Housing Association</b></p> <p>A further meeting was to take place on 25<sup>th</sup> October. CG and RPB were to be our representatives and would feed back at the next meeting.</p>
9	<p><b>WNJPU</b></p> <p>The WNJPU had just completed a 'Call for Sites' exercise. They were particularly looking for Strategic Sites (over 700 units within the control of one group or owner). Again, discussion took place around our NP and the fact that it would not meet criteria as a Strategic site.</p>
10	<p><b>SNC Liaison</b></p>
	<p>Communication had already taken place with our SNC Neighbourhood Plan officer (MS). A further meeting was to be held when we had completed Landowner conversations. He was in discussions with WNJPU and would receive 'Call for Sites' information in due course</p>

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<b>11</b>	<b>NP Final Draft Document</b>																																										
	<p>We were now in the process of putting all sections/research and information for our NP together. We will need to be in touch with Kirkwells, consultants. <b>RPB to organise.</b></p> <p>RPB reminded the group of their assigned responsibilities as Introduction, Annexes and Appendices to the Silverstone Neighbourhood Plan.</p> <p>Lead members for scripting were noted as below -</p> <table border="1"> <tr> <td>Ecology</td> <td>JL</td> <td>Introduction</td> <td>RPB</td> <td>Obligation/Planning Gain</td> <td>JR</td> </tr> <tr> <td>GSA</td> <td>CT/MW</td> <td>Employment</td> <td>JR</td> <td>Phasing</td> <td>CT</td> </tr> <tr> <td>Master Plan Vision</td> <td>RPB</td> <td>Transportation and Traffic Management</td> <td>JL/MW</td> <td>Design Code</td> <td>RPB</td> </tr> <tr> <td>Open Space Strategy</td> <td>JL</td> <td>Housing Mix, Tenure and Density</td> <td>CT/CG</td> <td>Agriculture</td> <td>JL/RPB</td> </tr> <tr> <td>History and Archaeology</td> <td>JL/RPB</td> <td>Deliv-ery/Implementation</td> <td>CT/CG</td> <td>Evidence Base</td> <td>MW</td> </tr> <tr> <td>Drawing Colla-tion and New Drawings</td> <td>RPB</td> <td>Local Centre (HUB) Brief</td> <td>JR/CT</td> <td>Desk Top Publishing</td> <td>C Brown</td> </tr> <tr> <td>Aims and Objectives</td> <td>Complete</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Ecology	JL	Introduction	RPB	Obligation/Planning Gain	JR	GSA	CT/MW	Employment	JR	Phasing	CT	Master Plan Vision	RPB	Transportation and Traffic Management	JL/MW	Design Code	RPB	Open Space Strategy	JL	Housing Mix, Tenure and Density	CT/CG	Agriculture	JL/RPB	History and Archaeology	JL/RPB	Deliv-ery/Implementation	CT/CG	Evidence Base	MW	Drawing Colla-tion and New Drawings	RPB	Local Centre (HUB) Brief	JR/CT	Desk Top Publishing	C Brown	Aims and Objectives	Complete				
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<b>12</b>	<b>Editor in Chief</b>																																										
	CT agreed to fulfil this role.																																										
<b>13</b>	<b>New National Design Strategy</b>																																										
	This was noted by the group.																																										
<b>14</b>	<b>Brackley Road Landowners</b>																																										
	This was noted and it was agreed to discuss with SNC planners																																										
<b>15</b>	<b>Kirkwells of Burnley</b>																																										
	It was agreed that a meeting be scheduled for late November and RPB would set this up.																																										
<b>16</b>	<b>Barrister</b>																																										
	This would be on the agenda following the completion of Landowner discussions.																																										
<b>17</b>	<b>Programme for Delivery of SNP</b>																																										
	Now on an accelerated trajectory with the idea of all writing being completed by Christmas.																																										
<b>18</b>	<b>Budget</b>																																										
	A little over £!oK is left within this year's PC budget for the SNP. A request to the SPC Budget committee for a similar budget to this year (£15.5K). <b>CT/JR to take forward.</b>																																										

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19	AOB
	<p>Members noted the volunteer support being sought currently to assist completion of NP Commercial Surveyor – Tim Skelton Civil Engineer – Paul Griffiths (who had already assisted with his Drone.</p> <p style="color: red;">FUTURE MEETING DATES ARE LISTED BELOW.</p>

Formal Meetings	
Monday 25 <sup>th</sup> November, 2019	2pm or 7.30pm (To be confirmed)