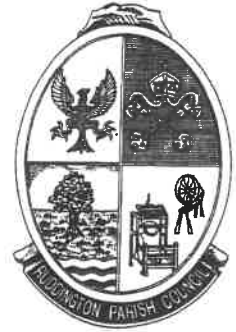


**RUDDINGTON
PARISH COUNCIL**

St. Peter's Rooms, Church Street,
Ruddington, Nottingham. NG11 6HA



Neighbourhood Plan Project Team Meeting

Date: Tuesday 16th October 2018
Commencing at 7:30pm.

Venue: St Peter's Rooms
Church Street

You are requested to attend a meeting of the above Sub-Committee which is to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the agenda below. The order of business may be changed.

Please note: This meeting will be recorded.

A handwritten signature in black ink, appearing to read 'S. Doran'.

Clerk to the Council

AGENDA

1. Apologies for absence
2. Declarations of members' interests and dispensations from non-participation
3. To confirm the minutes of meeting held on 4th September 2018
4. MOTION FOR ADJOURNMENT - during the adjournment members of the public may make statements on agenda items
5. Action List Update (encl.-)
6. Update of activities since the meeting on 4th September 2018
7. CIL Consultation – To decide on response to the consultation
8. Consultation Event – To plan Consultation Event on draft outline Vision, Objective and Emerging Policies
9. MOTION FOR ADJOURNMENT - Question & Answer Session (Maximum length 30mins)
10. Date of Next Meeting

RUDDINGTON PARISH COUNCIL

Minutes Neighbourhood Plan Project Team meeting

Held at St Peter's Rooms on Tuesday 4th September 2018 at 7.30 p.m.

Membership

	P Reedman – Chairman, Project Manager
	M Pinks – Secretary
	Mike Ader
	Tom Anderson
	Helen Beal
A	Jennifer Boniface
A	Tom Flint
A	Cath Haywood
A	Joanna Jagiello
	Peter Johnson Marshall
	Jonathan Smith
	Gavin Walker
	Ian Wilson

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

Also in Attendance

1 member of the public

NP. 18/09/01 Apologies for Absence

Apologies for absence were received from Jennifer Boniface, Tom Flint, Cath Haywood and Joanna Jagiello.

Cath Haywood had previously tendered her resignation from the group.

Resolved that: a new member should be sought; Paul Reedman to contact interested people.

NP. 18/09/02 Declaration of Member's Interests and Dispensations from non-participation

None declared

NP. 18/09/03 To confirm the minutes of meeting held on 3rd July 2018

The minutes of the meeting held on 3rd July 2018, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

NP. 18/09/04 Motion for Adjournment

Action

PCO =
Parish
Council
Office

PT =
Project
Team

MP =
Mark
Pinks

TF =
Tom
Flint

JB =
Jennifer
Boniface

PR

No members of the public wished to speak

Committee in Session

NP. 18/09/05 Action List Update

NP 18/05/08 - Gavin Walker asked whether the grant of £9000 was net or gross, whether the Parish Council was VAT registered, and whether Urban Imprint services included VAT.

An update on actions resulting from recommendations had previously been circulated. Project Team members provided further updates to the list. The Project Team noted this information.

NP. 18/09/06 Survey Responses

The Project Team discussed the survey results.

Resolved that: the survey results would be published on the Neighbourhood Plan website.

MP

NP. 18/09/07 Update of activities since the meeting on 3rd July 2018

Paul Reedman reported that Urban Imprint were happy with the policy outlines that had been prepared by the Project Team following the Policy Workshop held on 25th July 2018, and that Urban Imprint requested initial feedback on a list of observations; the Project Team discussed the items on this list in turn. The following points were noted:

- Policy D1 – Design and style: An example Design Guide should be requested from Urban Imprint
- Policy D4 – Community-led development: Urban Imprint should be asked how the policy could be broad enough to support community-led development
- Policy D6 – Speed and delivery of new homes: This was intended to be an objective rather than a policy
- Policy D7 – Section 106 and CIL: The community should be consulted on a list of priorities for Section 106 and CIL spending, and the list presented to the Parish Council
- All other recommendations made by Urban Imprint were accepted

Paul Reedman reported that Urban Imprint intended to return a draft outline Vision, Objectives and Emerging Policies document to the Project Team by 14th September 2018 for the Project Team to review.

Mike Ader asked whether funding was on track for the financial year; Paul Reedman confirmed.

The Project Team discussed the Spatial Strategy from Urban Imprint, and agreed that the Consultancy Focus Group should review and return comments.

Resolved that:

- Paul Reedman would request an example Design Guide form Urban Imprint; PR
- Paul Reedman would ask Urban Imprint how Policy D4 could be broadened to support community-led development; PR
- the next consultation event could be used to ask the community for a list of priorities for Section 106 and CIL spending; PT
- the Project Team would meet at 7.30pm on 24th September 2018 to review the draft outline Vision, Objectives and Emerging Policies document; PT
- Paul Reedman would request an extension to return Project Team comments to Urban Imprint by 28th September 2018; PR
- that the Consultancy Focus Group will review the Spatial Strategy and return comments to Urban Imprint. PR, TF, JB

NP. 18/09/08 Date of next Consultation Event

Mike Ader questioned whether the next consultation would be as intensive as the first; the Project Team agreed that it would not be. It was noted that Urban Imprint would attend one date during the next consultation.

Resolved that: One consultation event would be held for the draft outline Vision, Objectives and Emerging Policies document, and this event would mark the start of the consultation period. Paul Reedman would talk to the Parish Clerk and book either 3rd November or 10th November 2018 PR

NP. 18/09/09 Motion for Adjournment Q&A Session

No members of the public wished to speak.

Date of Next Meeting: 16th October 2018 7.30pm St Peter's Rooms
Meeting closed at 9.15pm

Committee Chairman

Neighbourhood Plan Project Team Meeting Action List		Agenda Item 5 Updated to 9 th October 2018
<p><u>NP. 18/07/11 Update from Marketing & Community Engagement Focus Group</u></p> <p>It was agreed that the focus group would write an article for The Rudd using some of the consultation result statistics.</p>	MCEFC	
<p><u>NP. 18/09/01 Apologies for Absence</u></p> <p>Resolved that: a new member should be sought</p>	PR	Complete
<p><u>NP. 18/09/06 Survey Responses</u></p> <p>Resolved that: the survey results would be published on the Neighbourhood Plan website.</p>	MP	
<p><u>NP. 18/09/07 Update of activities since the meeting on 3rd July 2018</u></p> <p>Resolved that:</p> <ol style="list-style-type: none"> 1. Paul Reedman would request an example Design Guide form Urban Imprint; 2. Paul Reedman would ask Urban Imprint how Policy D4 could be broadened to support community-led development; 3. The next consultation event could be used to ask the community for a list of priorities for Section 106 and CIL spending; 4. The Project Team would meet at 7.30pm on 24th September 2018 to review the draft outline Vision, Objectives and Emerging Policies document; 5. Paul Reedman would request an extension to return Project Team comments to Urban Imprint by 28th September 2018; 6. The Consultancy Focus Group will 	<p>PR</p> <p>PR</p> <p>All</p> <p>All</p> <p>PR</p> <p>CFG</p>	<p>Complete</p> <p>Complete</p>

review the Spatial Strategy and return comments to Urban Imprint.		
<u>NP. 18/09/08 Date of next Consultation Event</u> Resolved that: One consultation event would be held for the draft outline Vision, Objectives and Emerging Policies document, and this event would mark the start of the consultation period. Paul Reedman would talk to the Parish Clerk and book either 3 rd November or 10 th November 2018	PR	Complete, 10 th November 10am – 2pm booked at St Peter's Rooms for the consultation

PCO = Parish Council Office
Community Engagement Focus Group

MA = Mike Ader
CFG = Consultants Focus Group

HB = Helen Beal

MCEFG = Marketing &
GW = Gavin Walker

TA = Tom Anderson

JB = Jennifer Boniface

TF = Tom Flint

PR = Paul Reedman

JJ = Joanna Jagiello

JS = Johnathan Smith

IW = Ian Wilson

MP = Mark Pinks

PJM = Peter Johnson Marshall

When telephoning, please ask for : Planning Policy
Telephone no : 0115 981 9911
Email: localdevelopment@rushcliffe.gov.uk
Our Reference : RM/875.15
Your Reference :
Date : 14 September 2018



**Rushcliffe
Borough Council**

Rushcliffe Community
Contact Centre
Rectory Road
West Bridgford
Nottingham
NG2 6BU

In person
Monday to Friday
8.30am - 5pm
First Saturday of
each month
9am - 1pm

By telephone
Monday to Friday
8.30am - 5pm

Telephone:
0115 981 9911

Email:
customerservices
@rushcliffe.gov.uk

www.rushcliffe.gov.uk

Postal address
Rushcliffe Borough
Council
Rushcliffe Arena
Rugby Road
West Bridgford
Nottingham
NG2 7YG



Dear Parish Clerk

RUSHCLIFFE COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE CONSULTATION

The Borough Council has published and is consulting on the draft Community Infrastructure Levy (CIL) Draft Charging Schedule for a 6 week period. The consultation period runs until **5pm on Friday 26 October 2018**.

The following documentation and supporting information has been made available for the purposes of undertaking this consultation:

- The CIL Draft Charging Schedule and appendices (which include the draft Regulation 123 list, the relationship between Section 106 agreements, Section 278 agreements and CIL, the Infrastructure Evidence Base Report and draft policies relating to Payment in Kind and Instalments);
- Plan Wide Viability and CIL Viability Study; and
- Comments and Responses to Community Infrastructure Levy Preliminary Draft Charging Schedule.

Details of where the documents can be viewed and how consultation comments can be made are set out in the attached 'Notice of Submission and Availability of Documents for Inspection'.

If you would like any additional information or have queries about the CIL Draft Charging Schedule, please contact the Planning Policy team by telephone on 0115 981 9911, or email at localdevelopment@rushcliffe.gov.uk

Yours faithfully

Richard Mapletoft,
Planning Policy Manager



PLANNING ACT 2008 (AS AMENDED)
COMMUNITY INFRASTRUCTURE LEVY REGULATIONS 2010 (AS AMENDED)
REGULATION 16 (PUBLICATION OF A DRAFT CHARGING SCHEDULE)

**RUSHCLIFFE COMMUNITY INFRASTRUCTURE LEVY
DRAFT CHARGING SCHEDULE**

**STATEMENT OF REPRESENTATION PROCEDURE
AND AVAILABILITY OF DOCUMENTS**

Title of document

Rushcliffe Community Infrastructure Levy Draft Charging Schedule September 2018

Subject matter and area covered

Rushcliffe Borough Council intends to submit a Community Infrastructure Levy (CIL) Draft Charging Schedule for examination. In accordance with the Community Infrastructure Levy Regulations 2010 (as amended), Rushcliffe Borough Council has published the following documents for consultation:

- The CIL Draft Charging Schedule; and
- Evidence to support the CIL Draft Charging Schedule

Period of publication

The six week consultation period runs from Friday 14 September 2018 to **5pm on Friday 26 October 2018**. All representations will be treated as public documents and will be published on the Council's website.

How to view the documents

The Draft Charging Schedule and supporting documents are available to view on the Borough Council's website at www.rushcliffe.gov.uk/planningpolicy

In addition, hard copies of the Draft Charging Schedule and supporting documents are available to view at:

- **Rushcliffe Community Contact Centre**, Rectory Road, West Bridgford, NG2 6BU
(Monday to Friday – 8:30 am to 5pm).

The documents which are available to view at this location include:

- The CIL Draft Charging Schedule;
- Evidence to support the CIL Draft Charging Schedule;
- Statement of Representations Procedure and Availability of Documents (this document); and
- Comments and Responses to Community Infrastructure Levy Preliminary Draft Charging Schedule

Making representations

Representations on the Draft Charging Schedule and supporting documents must be received by **5pm on Friday 26 October 2018**. Please note that late representations cannot be accepted as duly made.

Representations can be made online using the Council's consultation website at <http://rushcliffe-consult.objective.co.uk/portal>

Alternatively, representations can be made on forms which are available to download at www.rushcliffe.gov.uk/planningpolicy. Hard copies of the form are also available at the following location:

- **Planning Policy, Rushcliffe Community Contact Centre**, Rectory Road, West Bridgford, Nottingham, NG2 6BN (Monday to Friday – 8:30 am to 5pm).

Forms can be returned to the Borough Council via the following addresses:

- Rushcliffe Borough Council, Rushcliffe Arena, Rugby Road, Nottingham, NG2 7YG
- Or by email to: localdevelopment@rushcliffe.gov.uk

All representations should include a name and postal address and ideally an e-mail address.

Request to be notified

Representations at this stage may be accompanied by a request to be notified that:

- the CIL Draft Charging Schedule has been submitted to the examiner in accordance with section 212 of the Planning Act 2008 (as amended);
- the publication of the recommendations of the examiner and the reasons for those recommendations; and
- the approval of the CIL Charging Schedule by the Borough Council.

For further details, please contact the Council's Planning Policy team on **0115 981 9911** or email localdevelopment@rushcliffe.gov.uk

Please note: representations made at this stage in the process cannot remain anonymous, but details will only be used in relation to preparation of CIL. All representations will be sent to an independent examiner and made available to view online as part of the CIL examination process.

Part B (please use a separate Part B form for each representation)

Name/Organisation:

Click here to enter text.

-
- 1. Please use the space below to enter your representation. If additional space is needed for your comments, please use extra sheets of paper and attach them to this form. Please clearly state which document your comments relate to.**

Click here to enter text.

-
- 2. Do you consider it necessary to participate at the hearing sessions of the Public Examination? (Please tick one box only)**

No, I do not wish to participate at the hearing session at the examination. I would like my representation to be dealt with by written representation.

Yes, I wish to appear at the examination.

If you have selected **No**, your representation(s) will still be considered by the independent examiner by way of written representations.

-
- 3. If you wish to participate at the hearing sessions of Public Examination, please outline why you consider this to be necessary:**

Click here to enter text.

Please note: the examiner will determine the most appropriate procedure to adopt to hear those who have indicated that they wish to participate at the hearing session of the examination.