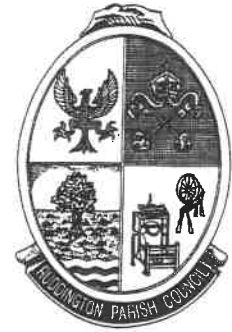


**RUDDINGTON
PARISH COUNCIL**

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



Neighbourhood Plan Project Team Meeting

Date: Tuesday 15th October 2019
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 – Mark Pinks
2. Declarations of members' interests and dispensations from non-participation
3. To confirm the minutes of meeting held on 10th September 2019
4. MOTION FOR ADJOURNMENT - during the adjournment members of the public may make statements on agenda items
5. Action List Update (encl.-)
6. Local Plan Part 2, Green Belt Review & Community Infrastructure Levy – To provide verbal update
7. Design Guide Update – To provide updates regarding the Draft Design Guide Meeting
8. Regulation 14 Consultation Strategy – To agree the Consultation Strategy
9. Regulation 14 Consultation Public Event – To discuss the event on 16th November 2019
10. MOTION FOR ADJOURNMENT - Question & Answer Session (Maximum length 30mins)
11. Date of Next Meeting – 12th November 2019 - 7.30pm, St Peter's Rooms

Neighbourhood Plan Project Team Meeting Action List		Agenda Item 5 Updated to 9 th October 2019
<p><u>NP. 19/04/08 2nd Draft Neighbourhood Plan Policies</u></p> <p>A deadline of 22nd May was set for the evidence base documents to be sent to Cllr Reedman, he would collate and forward to Urban Imprint. The Clerk would produce any related maps required.</p>	All	Maps outstanding at present
<p><u>NP. 19/09/07 Design Guide & Walkovers</u></p> <ul style="list-style-type: none"> • A meeting would be scheduled between Urban Imprint and the selected members(Helen Beal, Tom Anderson, Gavin Walker, Jo Jagiello, Jonathan Smith, Paul Reedman) on either the 8th or 10th at 6.30pm at St Peter's Rooms. Clerk to finalise dates based on availability. • Clerk to contact Rushcliffe Borough Council to request a list of statutory consultees • Clerk to book St Peters Hall for a consultation event • True Story boards for previous consultation to be check to see if re-usable • Tom Flint to produce Executive Summary text from Draft Neighbourhood Plan • Mark Pinks to format Executive Summary and add to web • Mark Pinks to set up Survey Monkey survey, to be simple comment box type • Hard copies of Draft Neighbourhood Plan permission to be sought for further copies to be placed in Jaspers, Black Cat Café & The Old Bakehouse • Urban Imprint to be asked to make the Draft Neighbourhood Plan available by the end of October to allow time for the production of an Executive Summary. 	<p>PCO</p> <p>PCO</p> <p>PCO</p> <p>All</p> <p>TF</p> <p>MP</p> <p>MP</p> <p>PCO</p> <p>PCO</p>	<p>Meeting scheduled for 8th October</p> <p>Hall booked for 16th November 10am – 2pm</p> <p>Start of November</p> <p>Start of November</p> <p>Start of November</p> <p>Completed 11th September 2019</p>

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

MB = Martin Brownnet

RUDDINGTON PARISH COUNCIL

Minutes of the Neighbourhood Plan Project Team meeting

Held at St Peter's Rooms on Tuesday 10th September 2019 at 7.30 p.m.

Membership

A	P Reedman	Chairman & Project Manager
	M Pinks	Secretary
A	Mike Ader	
	Tom Anderson	
	Helen Beal	
	Jennifer Boniface	
	Tom Flint	
A	Martin Brownnett	
A	Joanna Jagiello	
	Peter Johnson	
	Marshall	
A	Jonathan Smith	
	Gavin Walker	
Resigned	Ian Wilson	

Persons absent are marked 'A'

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

Also in Attendance

Claire Dorans Parish Clerk

NP. 19/09/01 Election of Chairman for the Meeting

It was proposed by Tom Flint and seconded by Helen Beal that Gavin Walker should be elected to be Chairman, no other nominations were received. Gavin Walker was elected Chairman.

NP. 19/09/02 Apologies for Absence

Apologies for absence were received from Mike Ader, Martin Brownnett, Jo Jagiello & Paul Reedman. Cllr I Wilson sent his resignation from the group.

NP. 19/09/03 Declaration of Member's Interests and Dispensations for non-participation

None declared.

NP. 19/09/04 Minutes

The minutes of the meeting held on 16th July 2019, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

Action

PCO =
Parish
Council
Office

DGFC =
design guide
focus group

NP. 19/09/05 Motion for Adjournment

No members of the public present

NP. 19/09/06 Action List Update

An update on actions resulting from recommendations had previously been circulated.

The Project Team noted this information.

NP. 19/09/07 Design Guide & Walkovers

Feedback - The village centre walkover took place on Tuesday 20th August and the large development walkover took place on Thursday 22nd August 2019. Participants were asked to identify characteristics, it was suggested that little neighbourhoods could be created within larger developments by having different styles of houses within the development, the same style to be grouped together. Tall houses with narrow roads were to be avoided. Ample car parking spaces were to be provided and standard garage sizes to be suggested to ensure they were big enough to fit modern cars.

Update and next actions – Urban Imprint had completed part 1 of the Design Guide (the character assessment) and were working on parts 2 and 3 (design codes for centre of village and large developments). Once complete they would be sent to members of the Project Team for review. A meeting would be scheduled between Urban Imprint and the selected members (Helen Beal, Tom Anderson, Gavin Walker, Jo Jagiello, Jonathan Smith, Paul Reedman) on either the 8th or 10th at 6.30pm at St Peter's Rooms. Clerk to finalise dates based on availability. Urban Imprint aim to have the completed document in mid October.

The Neighbourhood Plan will need to be amended based on the findings of the Design Guide and the feedback from Rushcliffe Borough Council. The approach and strategy for the Regulation 14 Consultation will need to be formulated. It was decided that the consultation should take place prior to Christmas therefore it would need to start 11th November and finish 23rd December.

Resolved that:

- Clerk to contact Rushcliffe Borough Council to request a list of statutory consultees
- Clerk to book St Peters Hall for a consultation event
- True Story boards for previous consultation to be check to see if re-usable
- Tom Flint to produce Executive Summary text from Draft

PCO

PCO

PCO
Project
Group
TF

- | | |
|---|-----|
| Neighbourhood Plan | |
| • Mark Pinks to format Executive Summary and add to web | MP |
| • Mark Pinks to set up Survey Monkey survey, to be simple comment box type | MP |
| • Urban Imprint not required at public event | |
| • Advertising of public event to be posters, web and The Rudd, no leafleting | |
| • Hard copies of Draft Neighbourhood Plan to be available at St Peter's Rooms, Village Hall, Library & Medical Centre, permission to be sought for further copies to be placed in Jaspers, Black Cat Café & The Old Bakehouse | PCO |
| • Urban Imprint to be asked to make the Draft Neighbourhood Plan available by the end of October to allow time for the production of an Executive Summary. | PCO |
| • Paper questionnaires to only be available from St Peter's Rooms | |

NP. 19/09/08 Motion for Adjournment

No members of the public present

Date of Next Meetings: 15th October & 12th November 2019 7.30pm at St Peter's Rooms

Meeting closed at 8.28pm

Chairman