**NEIGHBOURHOOD PLAN STEERING GROUP MEETING**

25 September, 2014

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Present:

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| Phil Applin | Neil Pearce (Planning Consultant) |
| Charles Bates | Dave Savage |
| Elizabeth Dixon | Sarah Summers (Clerk) |
| Mark Haselden (Chairman) |  |

One member of the public was in attendance.

1) Apologies

Apologies for absence were received from Tom Baxter, David Bowie, Helen Crook, Andrew Dow, Peter Emmerson, Roger Matthews, Harry Nicholls, Richard Rose, John Scampion and David Stephenson.

2) Minutes

The minutes of the meeting held on 29 May, 2014 were approved as a correct record.

3) Chairman’s Report

* Finalising the document
* Working with other agencies
* Traffic summit

**Finalising the Document**

The Chairman reported that a tremendous amount of work there had been undertaken by the editorial team, but more specifically, the Planning Consultant had been tasked to take the policies as written by the team and undertake, where necessary, re-writes that take account of removing duplication and condensing the text, ensuring there is conformity throughout and provide an overall ‘health check’.

Mark advised that he had been encouraged that many of the aspirational comments which were not land based policies and would therefore carry no weight, have been cleverly re-written by the Consultant and had now become land based, and therefore enforceable.

Neil Pearce advised that the Planning Aid agency will be reviewing the whole document before it reaches the submission stage, which will be extremely helpful but the Plan is now very much more robust than its earlier drafts.

Neil’s amended documents will be circulated as part of the Minutes as **Appendix ‘A’**.

**Working with other Agencies**

Meetings continue with WCC, where there is some common understanding and some common ground. Unfortunately, there still appears little common ground with regard to the traffic problems on Birmingham Road which requires a complete re-think to this current counter-intuitive approach.

The NDP continues to play a part in the Transport Group.

Meetings are also continuing with WCC regarding educational facilities. Primary education appears to be in line with housing development, but secondary education is not ideal.

There have also been productive meetings with SDC, the Town Trust and the Lewis Group with regard to Town Square.

**Traffic Summit**

A further traffic summit is being chaired by Nadhim Zahawi on 3 October at the Arts House at 6:00pm and the Neighbourhood Plan team has been invited to play a role in this and summarise our vision on traffic issues, and in particular our concerns relating to congestion.

From feedback it is clear that there are two main objectives:

i) That within our historic town centre, traffic becomes less intrusive and that a balance is achieved between a pleasant environment which still retains an element of traffic.

ii) That traffic should flow more freely particularly on the Birmingham Road.

Warwickshire County Council’s text book solutions for an urban environment are traffic lights, which are perceived to be fair to all users.

WCC are the experts and that is a solution if you want to be equally fair to everyone and traffic flow is not a priority. However, the NDP is asking that WCC looks at other issues which make traffic flow a higher priority.

The Neighbourhood Plan is well placed to report on the community’s response to consultation but a lot of ideas that were voiced at the last summit may not prove particularly successful in the long run, and we must ensure that we don’t fall foul of ‘knee jerk reactions’ or single issues which could make or break the Neighbourhood Plan depending on their popularity.

It is understood that the format of the summit will not be a theatre style question and answer forum but officers from WCC will present the various proposals which were identified at the last meeting, which will be set out on separate tables. They will be laying out what a particular option might mean, how it would operate and what it would cost. It is anticipated that amongst others there will be proposals covering:

* A ring road
* A partial ring road
* River crossing
* Gyratory
* Pedestrian priority
* Traffic Lights

The Chairman urged that as many people as possible from the Neighbourhood Plan team attend the summit.

4) Timetable

The Chairman advised that it is still the intention to aim to submit the Neighbourhood Plan for inspection within four-six weeks of the Core Strategy being received by the Secretary of State.

A consultation strategy and publicity campaign will need to be formulated in conjunction with the Town Council who has overall responsibility for the Plan.

5) Update from the Planning Consultant

Neil Pearce gave a thorough briefing when the Chairman was outlining the finalisation of the document. The Planning Consultant had little further to add apart from mentioning that he is keeping a ‘careful eye’ on the Sevenoaks Plan, an NDP that is being submitted in advance of a Core Strategy which has an issue relating to land in the green belt.

6) Public Participation

Mr Richard Voss had made comments during proceedings, primarily regarding Park & Ride. He wished to make no further comment in Public Participation.

7) Any Other Business

There was no other business.

8) Date of Next Meeting

The date of the revised meeting for November was noted. The meeting has been re-scheduled for 20 November, 2014 at 6:30pm at the Town Hall.

*The Chairman declared the meeting closed at 7:30pm.*

Attached:

* Stratford-upon-Avon Neighbourhood Development Plan Structure and Policy Headings
* Community, Leisure and Wellbeing
* Design and Build Environment