

## MINUTES OF THE NEIGHBOURHOOD PLAN STEERING GROUP HELD ON 12<sup>th</sup> NOVEMBER 2013 IN THE TOWN HALL

Present: Robert Savage (H & T Chairman), Cllr Bert Jackson, Cllrs Mrs Anna Sauntson (arrived at 6.30 p.m.), Philip Toogood (Vice Chairman and Project Manager), Irene Hawkins (Tourism), Barry Prigmore (Development Chairman), David Hudson and Sandra Mitcham (Town Clerk).

1. **APOLOGIES** were received from Jon Sidey, Nigel Cheetham, Cllr Mrs Pam Whiting, Cllr George Whiting and Lisa Craven- Quantrell : It was reported that Colin Hewson had resigned. The steering group hopes he might re-join at a future date.
2. **MINUTES OF THE PREVIOUS MEETING**. These were approved and duly signed by the Chairman. Philip wished it to be recorded that his draft response to the NCC Transport Strategy had been greatly assisted by Nigel Cheetham, so he should also be credited for it.
3. **NEIGHBOURHOOD PLAN.**
  - 3.1 PM Report and Discussion – Public consultations have been held, everyone should be thanked for their efforts. Replies are still coming in. Every project team is now up and running. Task 19 has been completed. Tasks 20 and 21 current, started 14<sup>th</sup> October and will run for 6 weeks. There was a slow start on this, but the ‘next steps’ have now been produced by James Wilson. These documents were circulated. A lot of work had been completed in the Community Plan and that information is now being brought back into the Neighbourhood Plan, so it does mean a lot of areas are being revisited. It does mean the project is about a month behind schedule. The Planning Aid people are offering a workshop to assist. The workshop would last about 3 hours, dates and times to be organised and it will be open to all the Project Teams. It is hoped it will be held before Christmas. James Wilson will attend the work shop. Collating evidence for James to put in the draft plan is going to be quite extensive, but if we concentrate and get ‘our heads together’ and do the job properly it will be beneficial to the plan. Sandra, Philip and James will be attending a meeting at ENC on Monday to discuss the housing aspects of the plan. Decisions that have been made higher up that have not been reported to us will have an impact on our Plan. **Action: Sandra and Philip**
  - 3.2 Sandra reported that we have had so far 209 responses from the Consultation and the extended date of 21<sup>st</sup> November is giving the opportunity for further responses. According to East Northamptonshire Council our level of response is good. Consultation response was 6%. Our community representation is good as the Steering Group has a good mix of Council and Community.
  - 3.3 Anna is totally opposed to the Gardenfields plan which has been going on since 2007. The Education Committee do not seem to realise how full the schools are in Higham Ferrers, particularly at secondary level. She was advised by Planning to get the County Councillors to push for secondary contributions under section 106. Philip agreed that this should be done. Irene is concerned that the building is happening too quickly, they are not thinking of the future regarding schools, children should not be expected to go to Irthlingborough and Rushden for example. This will be addressed in the workshops. Derek Lawson to be asked to take this up with Northamptonshire County Council.  
**Action: Derek**

#### **4. COMMUNITY PLAN.**

Highways and Transport – Bob Savage had now read the Transport Plan and he is combining all he has gathered into a unified parking and traffic calming solution from Northampton Road to Chowns Mill Roundabout.

Development . A meeting had been held with James a couple of weeks ago and Barry needs to know how we can go forward with what they need to do and how to actually prove that everything possible has been done to engage everyone. Introduction could be started now for the final document.

Economy and Education. During visits businesses were reporting that they had not seen the plan, but the steering group said that most had had individual visits to show and explain the plan.

Irene reported that the team had compiled all the extra-curricular groups in the town, including clubs, societies, together with businesses. A business forum is being set up by Simon Wiles in Higham Ferrers. Irene to contact either Simon or Jon Sidey and send Sandra a copy of her community group list. **Action:Irene**

#### **5. SPEEDWATCH**

Bob Savage had made contact with the Northamptonshire Police. Full involvement with the scheme was the only option so Bob considered the SG did not have enough people to run a scheme and declined to take part. Portable speed awareness signs might be available for the town. This could be mentioned at TASH. The next meeting is January 16<sup>th</sup> 2014, 7.30 p.m. in the Town Hall. Philip agreed to attend. It was agreed with Northamptonshire Police to keep in touch and if there were any new initiatives they would contact Bob. **Action: Philip**

#### **6. ACTIONS ARISING**

A Charity pop up shop was discussed. A location would be needed and it would need to be manned. Irene has two or three avenues to explore. The Library might have some good ideas. VJ, the newsagent, would be happy for us to use one side of his shop window for displays. Sandra mentioned another Parish who was using a charity shop to raise money for community projects. **Action: Irene**

#### **7. SG MEMBERSHIP, PROJECT TEAMS AND COMMUNICATION**

The Communications Team had met. When the NP website is working, a forum could be created to help residents and other stakeholders keep abreast of how the NP is progressing and encourage their participation in the consultation process. In the interim, an online Yahoo forum is to be created for SG and PT members so that everyone can stay informed even if they cannot attend SG meetings. It is hoped the forum will provide an opportunity to share ideas and facilitate cross team working on some of the NP themes. Eventually there could be a separate public forum. Sandra will invite members to join the SG forum soon. **Action: Sandra**

#### **8. ANY OTHER BUSINESS**

Irene will be going to see Sandra at some point about the way forward.

David Hudson reported that their Doctor's Forum meetings had increased to 9 people, the surgery showing an interest in what is going on.

Philip questioned which team should look at Infrastructure. It will be an important element of the plan and is proposed in the Transport and Highways Team, but is a much wider topic than roads. Extra work for the team is a concern for Bob. Philip hoped for some clarity in the workshop. Recruitment of volunteers is ongoing. **Action: Philip**

Sandra is to ask Rachel Hogger when she is free to facilitate the workshop and will email the available dates to everyone as soon as possible. **Action: Sandra**

9. **DATE OF NEXT MEETING:** Tuesday 14<sup>th</sup> January 2014 in the Town Hall **Action: SG**

The meeting closed at 7:15, 5 minutes ahead of time. Thanks to everyone.