

Minutes of the Neighbourhood Plan Steering Committee Meeting (NPSC)
7pm-9pm on Monday 30 September 2019
The Council Chamber, The Old Court House, Church Street, Bingham

In attendance:

Peter Allen (Chair)
Rowan Bird
Jane Costello
Ian Lockwood
Karen Peters
Trevor Richmond
Andrew Shelton
John Stockwood
Nikki Thomas
Tony Wallace

1. Apologies

Apologies were received from Kath Vallance and Francis Purdue-Horan.

PA announced that due to health reasons CB had regrettably had to step down from the Committee, also KC who has a conflict of work and other issues. In addition, as we have now appointed a Consultant Planner JK will not be attending NPSC meetings; she will, however, continue as our advisor, deal with any problems that may arise and meet with Treasurer KP, when required. PA told JK he would ask the NPSC if we were agreeable to this arrangement, which we are.

2. Minutes of the last meeting.

The minutes of the last meeting held on 19 August 2019 were accepted as a true record.

3. Actions from the Minutes and Matters arising

Page 1: Action on PA to email a copy of the CE map to all NPSC members: completed.

Page 1: Action on NT to file copy of the report on Bingham Summer Fair: completed.

Page 2: Action TW to attend Business Club meeting: See Item 7 (Consultant Events)

Page 2: Action PA, TW, IL, CB and KC to draw up some specific questions for the consultation process: see Item 7

Page 3: Action PA to meet with Richard Mapletoft of RBC: completed. See Item 4 (Chair's report)

Page 3: Action TR to report on NHS Rushcliffe CCG contacted re. health policy: See Item 12 (AOB)

Page 4: Action PA:NT – reminder to consultant planner candidates: See Item 10 (Consultant Planner)

Page 4: Action PA to produce draft letter to go out to new housing estate: see Item 7

Page 4: Action NT to send out CB's report on Rail Crossings: completed

Page 5: Action PA to reformat and update objectives list for RB to upload onto NP website – See Item 8 (Revised Objectives List)

Matters Arising:

Item 7

JS reported that a presentation had been given by RBC at the Full BTC Meeting on 1 October regarding building of a new leisure centre and possible community hall in Bingham, also development to increase facilities at Wyn Hill and improvements to Town Pavilion/Rugby Club. Both projects are hopefully going forward, to be finished by 2021. BTC can take out a public works loan for project 2021 to help support the work. There is much public support for the community hall but concern regarding access to Chapel Lane as it will be very close to the railway crossing and Lidl. At the full council meeting the Town Clerk read out letter from Tony Fox expressing that concern and suggested borough's architect or design team look at Moorbridge Road as an access route. Another issue concerns the design of community hall which does not include a kitchen or any storage area. RBC think food and refreshments can be obtained from a nearby café or outside caterers, but this is deemed inappropriate for community facilities. Understandably the café can raise income but outside caterers require a preparation area which should be equal in size to that of the Methodist Centre. The funding for the hall (1.2 million) is sufficient to incorporate the provision of a kitchen. The build will go through the normal planning process for approval.

4. Chairman's Report

As actioned, on 5 September PA had met with Richard Mapletoft (RM), Head of Policy and Planning at RBC. RM gave him a lot of information about neighbourhood plans. He stated that the current Local Plan Part 2 is going to Council in October 2019; this has taken considerable time as the Successor Plan for 2028 to 2040 started in July 2019 with a target time of 3 years for completion. It will be different from anything previous and comprise Nottingham City and the 4 boroughs making up the hinterland. CE have put in an expression of interest to develop either the whole of the area north of the railway line or parts of it, but RBC have yet to decide. RM's conclusion is that if we do a generic plan we will be able to signpost elements that are important to Bingham that lie outside the scope of a conventional NP, such as improved crossings over the railway line. The Chapel Lane development will take 10 years. As things stand PA thinks the schedule is fine for the NP to be completed by 2021. RM advised that it is important to keep in touch with RBC on a regular basis.

With regards to the new housing development, RM stated that sustainable housing cannot be enforced because of the absence of appropriate building regulations. With regards to sustainability, PA highlighted to RM the Norwich Goldsmith Street housing development, the Climate Innovation District in Leeds and Trent Basin Community Power Schemes, all of which make suitable models for future development in Bingham. PA advised RM we have a meeting planned with the CE next year. RM also told PA that if the CE are shown to back our NP we could have a greater chance of success in the plan being accepted by the inspector. He also urged us to be cautious what we put in the NP about the Bingham hub so as not to jeopardise any potential plans for development surrounding villages may submit. RM has confirmed he will attend the second meeting with we propose to hold with the CE next year.

PA reported that he had attended the Growth Board meeting chaired by RBC. Chris

Southgate from Barratts was there and gave a written report on progress: Over 100 houses are under construction and 40 are built. So far 20 occupied up to beginning of September and more were expected during the month. Both housing brands are progressing and selling well. We are currently in Phase 1 of the development; the trigger point for Phase 2 inner development will be when 100 houses have been sold. Land has been allocated for the school and the County Council has now given that high priority. Barratts have done lots of flood alleviation work but this needs to be confirmed by the Environment agency. Section 106 commitments for this amount to 4 million for Phase 1 and 8 million for the rest. All money is to be spent in Bingham. As an aside PA mentioned that he and his wife Joyce had visited a Barratts show home to inspect it, pretending to be buyers. They were informed the quality of insulation used is solid foam; roof insulation is to minimum standards. Every house is double glazed, with triple glazing in all houses fronting main roads. The central heating and hob are gas fired; these are likely to be banned from new build in the next five years.

5. Treasurer's Report

KP reported that there is a total of £1596.74 in the account. £1260 had been paid from the account for JK to attend a total of 7 meetings, therefore her non-attendance does create a saving of expense. KP is meeting with JK on 10 October to finalise the Locality Grant application.

6. Publicity/website

RB reported that 2 articles for the NP had been printed in the Butter Cross as one had been omitted previously. Deadline for next issue is 3 October. RB has contacted Mark Lord about how the Categories page is to be displayed and this should appear soon. Mention was made of the questionnaire and how it is to be displayed on the website. A request was made for NPSC members to forward outstanding profile information to NT or RB.

7. Consultant Events

Occupants of the new housing – currently only 20 Barratts houses have been built. They have a Facebook page which is accessible by new occupants only. Ways were discussed on how to get the letter to these and future occupants, eg welcome pack given to new occupants by sales staff, uploading copy to True Bingham website (which would reach everyone on Facebook), insert/feature in Butter Cross. It is important to display the contact email address of Bingham NP website on the letter. It was also decided to take out mention of an open meeting and another type of meeting or consultation is to be considered. PA will redraft a letter and copies will be printed **(Action PA)**. RB offered to deliver the letters **(Action RB)**. It was mentioned that Jonathan Hammond is handling sales of the new houses so maybe a copies of the letter could be issued to him also.

Clubs and Voluntary Groups – PA, IL and KC had a group meeting and 2 big issues needed discussion (1) what to ask groups (2) which groups are to be asked. Questions have been drafted and some require more detailed responses. These have not been shared with the NPSC yet but will be circulated.

IL reported that from 138 groups found, 104 of are voluntary-run and comprise 10 x charities, 27 x sports groups, 7 x youth and community organisations, 20 x community service groups, 33 x social activity groups, 6 x early years and 1 x services for the elderly. Leaves 33 organisations to be contacted by means other than a questionnaire and this is to be considered. RB will seek advice from Mark Lord on the best method of IT communication for this. **(Action RB)**. Groups are to be contacted by email via a secretary or other representative and these details are to be sought by members of the NPSC **(Action IL,NT,JC,KP,TR)**. To try and facilitate this NT will contact John Woodman to enquire if he has a list of contacts he could provide us with **(Action NT)** and she will feed back. In addition to signposting groups to the Bingham NP website for more information it was thought some groups may need face to face contact to explain the purpose of the NP in more detail and volunteers from the NPSC would be needed to do this. For the purposes of the NP it is important to show that we have consulted with all groups.

8. Revised Objectives List

Categories on the V4 list need to be reallocated as we have lost some NPSC members. Changes will have to be made as two NPSC members have stepped down. Edits were discussed and agreed. RB will edit document with agreed changes and forward updated Categories V5 document (web version) to Mark Lord to upload to NP website **(Action RB)**. NT will circulate copy of updated category V5 showing names to NPSC **(Action NT)**. Any contact to the NP website will come through the secretary's email address in the first instance; NT can then forward any emails received to the appropriate NPSC member.

9. Reports from Policy Teams

Business & Employment: TW – reported he was unable to attend Breakfast Club meeting as was called to London so will attend the next one. Businesses in Bingham need to be identified and it is thought that KV has a list of these so TW will contact her. There are 3 groups of businesses: (1) retailers (2) industrial park and (3) home/mobile workers, also a few offices. Some feature in the Butter Cross, and many are probably on Facebook/True Bingham. It was thought there is a Bingham Business Group on Facebook. TW will report back findings at the next meeting **(Action TW)** and then ways to consult can be considered. JS advised TW to look at 'What do they know.com' website to which freedom of information requests can be submitted. It lists businesses in the borough and what rates they are paying. Home workers are not included so RB suggested looking at Google maps on which many home workers are shown.

10. Consultant Planner

5 candidates applied for the post and submitted a tender, but one of these dropped out a couple of days before interview. All candidates were incredibly knowledgeable and had a good record of success. Interviewers were PA,KP,IL and JK and Clive Keble (CK) was the successful candidate appointed. CK was very clear in the way he dealt with the questions posed. And with regards to fees, it also transpired that CK's tender was the least expensive of all those submitted. At interview he stated that he had been very attracted to the visionary approach we have been taking for the NP. CK is to attend the next NPSC meeting in October. PA is to have an initial (informal) meeting with CK on 14.10.19. All candidates said they did not think it was necessary to attend all (14) NPSC

meetings but there may be substitutes. They also confirmed that all meetings attended should be worthwhile for both us and them.

One of CK's tasks will be to set up a workshop describing the purpose of a neighbourhood plan which PA will discuss with him on 14 October. PA will bring him up to speed on everything we have done so far and to facilitate this PA asked each policy group to produce a 450-word summary of work done so far to be sent to NT by 18.10.19 so that they can be sent out with the papers for the next meeting on 28.10.19. PA will produce a draft contract for CK in consultation with KP and TW. As confirmed by JK, no pro forma exists for a contract. PA will ask CK if he has a copy of a letter of appointment **(Action PA)**.

11. Report on Housing Mix by KP

Due to time constraints the item on Railway crossing points was replaced by KP's Housing Mix report. The report had been circulated previously to all NPSC members.

KP's report incorporated the background to the Local Plan Part 1 and concentrated on the current development north of the railway line. As part of this she had visited Barratts and David Wilson to try and get information. KP's report included a number of tables showing housing options available, describing the meaning of affordable housing, what existing housing is currently available, etc. There is currently no council owned housing in Bingham. Many affordable houses are owned by housing associations. There is currently only one care home in Bingham, although planning permission has been given for a new care home to be built on the site of the old police station. Information from RIBA is still awaited.

12. AOB

TR announced that he would email to NPSC members the health policy report due to be given in Item 9 of today's NPSC meeting which had overrun.

PA announced that he was still trying to make contact with Phillipa Coates to book a second workshop meeting with sixth formers at Toot Hill School.

13. Date of Next Meeting

The next NPSC meeting will take place at 7pm on Monday 28 October 2019 in the Council Chamber at The Old Court House, Church Street, Bingham.