

North Cadbury & Yarlington Neighbourhood Plan

Working Group Minutes

Monday 8 March 2021

Present

Malcolm Hunt (MH)	Chairman
Andy Keys-Toyer (AKT)	Vice Chairman
Richard Rundle (RR)	Vice Chairman
Tamsin Bruce-Gardyne (TBG)	Group coordinator
Alan Bartlett (AB)	
James Bruce-Gardyne (JBG)	
Nigel Humberston (NH)	
Brian Morris (BM)	
John Rundle (JR)	
Anna Scott (AS)	
Jo Witherden - NP Planning Consultant (JW)	

1. Apologies

Richard Scott (RS)

2. Declarations of Interest

AKT	ref Sandbrook Lane East
TBG/JBG	ref the Grange
RR	ref Clare Field
AS/RS	ref Sandbrook Lane East

3. Garden Sizes

3.1 JR provided an update on his research into local garden sizes concluding they were mainly small, often north facing, some with off-street parking but some have a patio only at the back.

3.2 There was discussion regarding garden sizes, potential density in relation to the proposed sites and possible unforeseen infill that SSDC would still need to consider should planning applications be made that were not site allocations.

3.3 JW said SSDC did not specify garden sizes or give guidance and the NP could recommend a minimum size it thought acceptable based on reasonable evidence.

3.4 A suggested a size of about 60-80m² was discussed and JW agreed to consider further for inclusion in the NP. **JW**

3.5 MH raised car parking spaces and said all new homes are given space for 2-3 cars per plot depending on size of house. JW said car parking standards are set by SSDC and from our earlier research do not appear unreasonable.

3.6 The NPWG thanked JR for all his work on garden sizes.

4. Actions from last meeting

4.1 Trees and wildlife

4.1.a No information has been forthcoming on important trees, so it was agreed to contact David Braybon (local tree surgeon) who is likely to have widespread knowledge. **JBG**

4.1.b JW added that the information being collected on wildlife, should focus on protected species and priority habitats.

4.2. Buildings

4.2.a JW has yet to circulate her note on important buildings. **JW**

4.2.b AB and JW still to comment on RR's note on Sam Miller's book on buildings. **AB/JW**

4.3. Highways

JBG still to draft note for PC on Highways (3.9) ahead of next meeting on 24 March. **JBG**

4.4 Website

Website discussions remain ongoing **RR.**

4.5 School parking

AKT has contacted all known landowners either side of the track re school parking, feedback was generally supportive of the proposal providing that this does not include external lighting or require tarmac on the track.

4.6 Consultation summary

NH and JW have been working on the revised options consultation summary – still be finalized. In the meantime, it has been agreed that a short key point summary note was needed (see Item 7)

4.7 Affordable Housing

It was confirmed at the recent SSDC meeting that the Council does not have an affordable housing target for Neighbourhood Plans.

5. **Minutes of Last Meeting**

These were approved unanimously.

6. **Finance**

6.1 JR reported there was no change to finance with the end grant report still due at the end of the month but that the forms had not yet been published.

6.2 JR agreed to discuss the grant report with JW. **JR, JW**

6.3 JW agreed to forward her outstanding invoices ASAP so they can be paid before the end of the current grant period. **JW**

6.4 JR said he would need input from some on the Group as some refunds were due. **JR**

6.5 RR to send invoices for the zoom calls to JR. **RR**

7. Publication of Consultation documents

7.1 AKT and AS have summarised the findings of the two consultation into one Summary report. JW will check and circulate to the wider Group for comment before being published. **JW / All**

7.2 The Summary Report will be published on the NP website and the NP Newsletter. **RR**

7.3 AS/RS to publish an alert notice on Next Door and produce appropriate posters for village notice boards. **AS**

7.4 MH asked whether a detailed version was needed as well as the key point summary. JW said it was important that the Inspector had evidence that all the key questions and issues had been discussed, and that she would assist NH in finalising the final detailed version for publication in due course. **NH / JW**

8. Draft Neighbourhood Plan

8.1 Diocese approach to Glebe Field

8.1.a JW recommended that the Group should acknowledge the approach from the Diocese through GTH over Glebe Field behind the Church. At this stage it did not appear appropriate to delay the plan to consult on this as a site option, given the previous consultation on part of that land as LGS, and the potential heritage impacts given the proximity to both the Church and the Court (which were likely to be greater than that for the other sites being considered).

8.2 AECOM Report

Comments and feedback have been given on the draft AECOM report and the final report will now be submitted to Locality.

8.3 Historic Assessment NC16

It was agreed to discuss commissioning a heritage impact assessment report into NC16 with Locality. **JW, RR, JR**

Post meeting note: AECOM have now indicated that they have contacted Locality and this work is being added onto the technical support package.

8.4 Draft NP

8.4.a. JW updated the group on the progress on the plan and possible changes (e.g., shortening the plan period) should the SEA report indicate that the preferred option would not be sustainable. The Inspector would want to be confident that the housing target is being met and kept under review.

8.4.b It was agreed that another conversation with Jenny Raymond over her proposed sites would be useful, particularly regarding clarity on the affordable housing **RR, AB.**

8.4.c JW requested feedback and comments on the 1st 10 Chapters of the Draft NP up to page 25 by 25 March. MH agreed to coordinate and requested comments by 19 March. **All/MH**

8.4.d All agreed to Zoom call (excl. JW) to discuss the Draft NP on Tuesday 23 March at 7pm. **ALL**

8.6 JW will continue drafting the remaining Chapters. **JW**

9. Date of Next Meeting

Tuesday 30 March at 7pm by Zoom.