

**IVINGHOE PARISH NEIGHBOURHOOD PLAN
STEERING GROUP MEETING
19th MARCH 2018 CRABTREE FARMHOUSE**

MINUTES

Present: Malcolm Stubbs (Chairman), Sheena Bexson, Stephen Booth, Rikki Harrington

1) Minutes of the previous meeting and matters arising

The minutes of the meeting of 23rd February were approved.

2) Submission Version

Rikki led the steering group through suggestions for reorganising the Figures in the Plan following the acquisition of new maps from AVDC. The following was agreed.

Set up a new Appendix of constraints maps. This will be Appendix 3 and comprise:

- i) Current map of Agricultural Land Classification (currently Fig. 2) (referred to in Para 2.3)
 - ii) New map of AONB/SAC/SSSI (insert reference in Para 2.3)
 - iii) New map of Local Geological Site (insert reference in Para 2.3)
 - iv) New map of Biodiversity Priority Habitats/Local Wildlife Sites (insert reference in Para 2.3)
 - v) New map of Biological Opportunity Area (insert reference in Para 2.3)
 - vi) New map of Area of Attractive Landscape (insert reference in Para 2.3)
 - vii) New map of Biodiversity Constraints – Species (insert reference in Para 2.3)
 - viii) New map of Historic Constraints (insert reference in Para 2.4)
 - ix) New map of Rights of Way (insert reference in Para 2.6).
 - x) Current map of Ivinghoe Conservation Area (referred to in Para 2.9).
- These would replace the current Fig. 2, 3, 4, 5, 6 and 11.

Fig. 1 remains the Neighbourhood Plan Boundary.

The photographs, currently Fig. 7, become Fig. 2.

The Settlement Boundaries, currently Figs 8-10, become Figs 3-5.

Current Appendix 3 becomes Appendix 4.

Actions

Rikki to make the above changes and ensure that references to the Figures and Appendices are correct.

Rikki to amend responses to comments on the Pre-submission version accordingly.

Rikki to amend Paragraph 5.7.4 and add a new Para 5.7.6 which, between them, will explain why we do not need a Local Green Spaces Report.

3) Consultation Statement

Malcolm had previously circulated a draft Consultation Statement which was approved subject to a few minor changes.

Actions

Malcolm to amend the Consultation Statement and circulate to all.

4) Basic Conditions Statement

Sheena has almost completed a draft Basic Conditions Statement referring to all relevant policies in the NPPF.

Actions

Sheena will complete the Basic Conditions Statement and circulate to all.

5) Next steps

Actions

Rikki will put the Plan, the Consultation Statement and the Basic Conditions Statement onto data sticks and deliver to others.

Rikki will purchase 10 more data sticks for copies.

Sheena will arrange for the Plan to be submitted to the Parish Council in time for its meeting on 3rd April.

6) Next meeting.

Rikki and Sheena will meet at 10am on Tuesday 27th to deal with any layout issues. Other meetings will be arranged if needed.

Thanks to Sheena for her hospitality.

Minutes prepared by Rikki.