

**IVINGHOE PARISH NEIGHBOURHOOD DEVELOPMENT PLAN
STEERING GROUP MEETING**

8th FEBRUARY 2017 CRABTREE FARMHOUSE

MINUTES

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

1) Introduction

Richard welcomed everybody to the first meeting of 2017.

2) Minutes of last meeting/action log

The minutes of the meeting of 12th December were approved and the action log reviewed as follows:

3g	Write consultation statement	MS	Ongoing
M10 3.9	Identify photographs for the Plan	All	Largely complete
5c	Draft the Plan	All	Ongoing
5d	Prepare constraints map	All	It was agreed that four separate maps would be included: i) environmental constraints (Rikki); ii) agricultural land use constraints (Rikki); iii) Ivinghoe Conservation Area (Richard); iv) listed buildings (Sheena). See also Item 7a "Local Green Spaces Report".

Action *Those named to send maps to Richard or place in maps section of Dropbox.*

M16 3.1	Take photos to/from proposed sites	RH, MS	Postponed
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Action *Rikki and Malcolm to take photos now that sites confirmed.*

M16 3.2	Produce SEA Scoping Report	RH	Complete
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M16 3.3	Prepare SEA	RH	Aim for 31/3
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Action *Rikki to aim to complete SEA draft by 31st March.*

3) Update from AVDC/Way forward

Sheena reported an email exchange with David Broadley (AVDC) concluding that our allocated sites (Bull Lake and Willowdene) would be considered unsuitable by AVDC (one of the statutory consultees) because of coalescence, which would go against the 2015 *Ivinghoe Conservation Area Character Document* (AVDC), showing Ford End to have a "character" distinct from Ivinghoe. Mr Broadley suggested that there may not be any suitable sites in Ivinghoe, thus requiring clarification as to whether we can allocate no sites but remain in conformity with the emerging VALP.

Richard suggested that we have three options:

- i) Go ahead with the suggested allocation of Bull Lake and Willowdene;
- ii) Change the boundaries of the allocated sites to ameliorate coalescence;
- iii) Do not allocate any sites and revert to a policy-led plan.

It was agreed that, pending confirmation from AVDC that our proposed sites are considered unsuitable, we would still allocate Bull Lake and Willowdene, the sites best matching the wishes of residents, in order to insure as far as possible against other sites being brought forward contrary to the majority will of residents as demonstrated through consultation responses. It was further agreed that a commentary will be added in the Plan to the effect that leaving the green frontage of Bull Lake undeveloped should ameliorate the coalescence issue but that this may necessitate taking the rear boundary further back in order to provide the required space. It was further agreed that any development should be in keeping with the existing density and style of development in the area and recognise environmental considerations and the impact on residents of Maud Jane's Close.

Sheena reported that David Broadley had indicated that the new Government White Paper would not delay the VALP timetable. It was agreed that we would proceed with our Plan regardless of the VALP timetable.

Actions *Sheena to seek clarification on whether allocating no sites would be compliant with the emerging VALP bearing in mind that no sites are considered suitable by AVDC.*
Sheena to update owners of Bull Lake and Willowdene, especially as regards boundary options.

4) Strategic Environmental Assessment (SEA)

Rikki reported that a final version of the SEA Screening Report had been received from AVDC and that this indicated that an SEA Scoping Report should be prepared prior to the production of an SEA. Rikki has prepared a draft Scoping Report and circulated it to the Steering Group and to Kirsty Macpherson (Natural England). Kirsty has responded that the report adequately addresses the needs of Natural England. Sheena provided Rikki with some comments.

Actions *Rikki to amend Scoping Report to take account of Sheena's comments.*
Rikki to circulate revised report to Steering Group.
Richard to send revised Scoping Report to AVDC.
Rikki to progress SEA, which may need amending as a result of any comments from AVDC on the Scoping Report. Target date 31st March.

5) Project plan

The Project Plan was reviewed and comments made as follows:

5e An SEA is required and is on track.
5f We will aim to go to begin the 6-week consultation period in early June, with a presentation to the community two weeks in.
5g The Parish Council will need to approve the draft plan before going to consultation.

Actions *Richard to work on timeline after Sheena has consulted David Broadley.*

6g – 6k Complete or not required

6l Underway

Action *Richard will update Project Plan.*

6) Draft plan

Stephen has circulated the latest version, minus pictures.

Malcolm pointed out the need to separate parking (a planning issue) from transport (not a planning issue) in the Plan.

Action *All members of Steering Group to read the latest version.*

7) Any other business

a) Local Green Spaces Report

Rikki reported that Kirsty Macpherson (Natural England) has recommended that we produce a Local Green Spaces Report to protect sites of local significance, such as the Lawn. Such sites must be: i) in reasonably close proximity to the community they serve; ii) demonstrably special and significant to the local community; iii) local in character and not an extensive tract of land. It was agreed that such a document would be useful and demonstrate to residents the desire to protect such assets. The questionnaire will be consulted to identify potential sites.

Actions *All to consider potential qualifying sites ahead of the next meeting.
Rikki to investigate how land ownership issues are taken into account.
Rikki to prepare Report following the style of Pitstone's.*

b) Ragpits

A letter has been received from Phil Cummings enquiring as to whether the Plan should consider the historical significance of the ragpits on the corner of the B489/B488 junction behind the pink house.

Action *Stephen will investigate and liaise with Mr Cummings.*

c) Dropbox

Malcolm will prune Dropbox.

8) Next meeting

The next meeting will be held at Crabtree Farmhouse on Monday 27th February at 7.30pm.

Thanks to Sheena for her hospitality.

Minutes prepared by Rikki.