

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

**27<sup>th</sup> FEBRUARY 2017 CRABTREE FARMHOUSE**

**MINUTES**

**Present: Malcolm Stubbs, Sheena Bexson, Stephen Booth, Rikki Harrington**

**1) Introduction**

The Committee had recently been informed that Richard Freeman was stepping down as Chairman with immediate effect. Malcolm, currently Deputy Chairman, kindly agreed to take over the role of Chairman. The Steering Group expressed huge appreciation for the leadership given by Richard.

**2) Minutes of last meeting, actions and matters arising**

The minutes of the meeting of 8<sup>th</sup> February were approved.

The following is a report on progress with actions from those minutes.

**Maps to be sent to Richard or placed in maps section of Dropbox.** All done except for listed buildings. Sheena will put list of listed buildings on Dropbox.

**Rikki and Malcolm to take photos of allocated sites.** Postponed subject to decision on whether to allocate (see item 3).

**Rikki to aim to complete SEA draft by 31<sup>st</sup> March.** There will be a delay following meeting with AVDC (see Item 3).

**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 confirmed that this is the case.

**Sheena to update owners of Bull Lake and Willowdene, especially as regards boundary options.** The owners of Willowdene have been updated. Owners of both properties will require further updating once final decisions on allocating sites are made (see Item 3).

**Rikki to amend SEA Scoping Report to take account of Sheena's comments.** Done.

**Rikki to circulate revised SEA Scoping Report to Steering Group.** Done.

**Richard to send revised SEA Scoping Report to AVDC.** Done. AVDC responded by requesting a meeting (see Item 3).

**Rikki to progress SEA, which may need amending as a result of any comments from**

**AVDC on the Scoping Report. Target date 31<sup>st</sup> March.** Progress made but a rethink is required following the meeting with AVDC (see Item 3).

**Richard to work on timeline.** In view of Richard's resignation, Malcolm will do this.

**Richard to update Project Plan.** In view of Richard's resignation, Malcolm will do this.

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

**All to consider potential qualifying sites for Local Green Space ahead of the next meeting.** Postponed.

**Rikki to investigate how land ownership issues are taken into account for Local Green Spaces.** Postponed.

**Rikki to prepare Local Green Spaces Report following the style of Pitstone's.**

Postponed.

*Stephen to investigate the history of the rag pits and liaise with Mr Cummings of the Chiltern Society. History investigated and report written, Mr Cummings to be contacted. Malcolm to prune Dropbox. Will be done shortly.*

### **3) Report on meeting with AVDC (Site allocations and Sustainability Appraisal)**

Following a response from David Broadley regarding the SEA Scoping Report, Rikki and Sheena had a meeting with David and Stephanie from AVDC on 21<sup>st</sup> February to discuss next steps.

#### **a) Site allocations**

David confirmed that the HELAA (Housing and Economic Land Availability Assessment) report deemed Willowdene and Bull Lake unsuitable for development because of coalescence with Ford End, a so-called End Settlement. Other sites were discussed and also thought likely to be deemed unsuitable. Sheena and Rikki asked whether Willowdene and Bull Lake might be considered suitable if the green frontage currently separating them from the rest of Ford End was retained and development continued further back in compensation. David said that he would need to ask Keith Frost, who is responsible for Conservation Areas, to consider that, as part of Ford End is protected by Conservation Area status. David later confirmed that, should these sites be allocated, they would count towards Ivinghoe's quota although they would technically be in Ford End.

It was agreed by the Steering Group that, in the light of these discussions, the decision made under item 3 of the previous meeting should be reversed, and no allocations made, should AVDC confirm that Willowdene and Bull Lake would not be acceptable even if the green frontage was retained. This is because the community consultation exercise showed that residents only wanted small scale development. Thus, if we are not being forced into larger development, we should comply with the wishes of the residents.

*Action Sheena to chase David Broadley to get a decision from Keith Frost.  
Action Sheena to ask for the HELAA on Willowdene and Bull Lake to be corrected if coalescence is deemed not to be an issue.*

#### **b) Sustainability Appraisal**

David and Stephanie suggested that the SEA Scoping Report should be broadened to a Sustainability Appraisal (SA) which includes consideration of the Plan's impacts on environmental sustainability but widens it to include social and economic aspects of sustainability. They provided a practical guide to doing this and example from Great Horwood which AVDC prepared as consultees. They offered to prepare our own SA Scoping Report for a fee of £900 + VAT. They also provided examples from Long Crendon and Cheddington, which were far less detailed but apparently acceptable.

Having read the Great Horwood SA Scoping Report, Rikki felt that it was a useful document for explaining the reasons for or against allocating particular sites on the basis

of their scores against a range of sustainability criteria.

There remains some uncertainty as to whether a Sustainability Appraisal is useful if sites are not being allocated. Subject to agreement that a Sustainability Appraisal would be useful, it was agreed that AVDC should be asked to prepare the SA Scoping Report provided that the Parish Council approves the spend.

It should be noted that work on a Sustainability Assessment would have normally begun at the outset of the NDP process. Whilst much of the work done to date will be of value to the SA, it was not done with the SA structure in mind because originally the Plan was to be policy-led and not involve allocation.

*Action Sheena to seek clarification on the value of a Sustainability Assessment in the event of not allocating sites.*

*Action Rikki to circulate Great Horwood SA reports*

#### **8) Next meetings**

The next meetings will be held at Crabtree Farmhouse on Friday 31<sup>st</sup> March at 3pm and on Monday 24<sup>th</sup> April at 10am.

Thanks to Sheena for her hospitality.

Minutes prepared by Rikki.