

Foxton Neighbourhood Development Plan Committee

Minutes of Meeting, 25th January 2016

In attendance

Committee: David Chambers, Elizabeth Cockbill, Maureen Fox, Julia King (Chairman), Bernard Rice, Mike Ward, Margaret Wright

Consultant: Colin Wilkinson

1. **Apologies:** Angela Hall, Meryl Cumber, Adele Rogers

2. **Declaration of Interests:**

Julia King: Manor House grounds and paddock behind the school.

Mike Ward: Foxton Society.

Margaret Wright: Robert Monk Foxton Charity, Foxton Society.

3. **Approval of previous minutes**

The minutes of the meeting held on 19th October were approved.

Proposed: Mike Ward, seconded: Bernard Rice

4. **Finance**

Colin estimated the remaining costs to Foxton Parish Council for the NDP project to be around £1600 + VAT.

The balance of the remaining grant is £1408.55 and this, if unspent, must be returned at the end of January to Locality.

Julia stated that she had asked Colin to deal with the final statement of expenditure that must also be sent to Locality at the end of January.

Colin reported that he had approached Locality to discuss funding the final phase and had been told that, whilst it was possible to retain the residual grant, spend by March and reapply retrospectively in April, it was preferable to return the residual and reapply now for a new grant that would be available from 1st April 2016.

It was pointed out that the PC can reclaim VAT and that this should also be returned to Locality.

Mike Ward confirmed that the Parish Council had included an amount for NDP costs in the precept and he was therefore happy that the PC could fund any interim costs.

Colin said he had started the statement of expenditure and had noticed that some of the invoices did not match the estimates used in the original grant application. Since the only expenditure has been on items approved by Locality it was decided that he should continue with the invoiced figures. He asked who should sign the statement and it was thought that would probably be the parish clerk, as the responsible financial officer.

Action: Colin to send final statement of expenditure to Julia once completed

Action: Mike to ascertain whether the clerk should sign it off

Action: Mike / PC to ensure the residual grant is returned to Locality after approval at the next PC meeting (8th February)

It was confirmed that Bernard has assumed responsibility for applying to Locality for a further grant.

Action: Bernard to apply on-line for the final grant at the beginning of February for payment (hopefully) in April.

5. **Site 2 – Fisher's Farmyard**

It was expected that a representative of the landowner of the potential site would attend the meeting but this was not the case. The discussion therefore continued without them, using an indicative plan of the site provided by their agent.

There was some concern that garages or parking spaces had not been included for all of the properties. Colin pointed out that the plan was only indicative. Moreover, any applications that did not provide at least statutory off road parking would be refused.

Concern was also raised about the narrow nature of North Lane between the site and the junction with Main Street. There are three aspects to this:

- a) The junction is narrow and has limited room for manoeuvre. This is currently being investigated for other reasons, so may not be a problem.
- b) The lane is narrow, with no pedestrian pathways, along the length of the edge of the development site. It was thought this may be addressed by only incorporating a path along one side and putting it on some of the site boundary.
- c) The major problem is thought to be a pinch point between (a) and (b) along the edge of the allotments, with no room for widening. The committee could not see how this would be resolved but agreed it was up to the developer to discuss the matter with Highways to find a solution.

6. Carter. 15/01895/OUT.

It was pointed out that the paddock on North Lane, owned by Mr Carter had the same disadvantages as Fisher's Farm (site 2, above). More importantly, whatever the merits of the actual design, the site had been rejected by residents in the recent consultations and was deemed unsuitable for development for many reasons.

7. Pre-submission document

The committee members were asked for their opinions on the pre-submission document.

Bernard queried whether we could use such phrases as "protect the countryside" as he did not see how that could work in practice. Colin pointed out that the wording agreed with text in the National Planning Policy guidance, with which we must comply.

Various proof-reading points, nothing major, were raised.

Colin stated that he needed a map with the Foxton Locks Area defined and also confirmation of the size of each development site.

Action: Margaret to supply Colin with a cleaned up version of the maps plus one with the Locks area boundary shown.

Action: Margaret to send Colin site sizes in hectares.

It was noted that photographs in the VDS (Appendix 1) still needed updating and there was no indication of when the VDS had been updated.

Action: Bernard to supply photos to Colin, notably ones related to gable ends

Action: Colin to add statement that the VDS, in the form of Appendix 1, had been updated by himself in December 2015

Maureen requested clarification from Colin about the requirements and definition of affordable housing. He responded that there are 2 ways of providing affordable housing:

- a) Developer has to provide a percentage of his dwellings as affordable homes. In the Harborough district this is 40% and comes into force for developments of 3 or more dwellings. Developers can negotiate this figure where development costs are high due to, for example, cleaning up a brownfield site, which is generally more expensive than Greenfield development.
- b) Rural exception sites (sites lying outside limits to development) can be used to provide solely affordable housing where there is a demonstrably high local need for such housing.

The committee agreed that, with a few minor changes, the document was ready for the pre-submission consultation.

Action: Colin to update the document ready for printing

8. Summary document

This document is intended for door to door delivery in order to alert residents and stakeholders to the dates and nature of the pre-submission consultation.

Mike asked whether the indicative plan for Fisher's Farm and the full plan for Vicarage Drive / Middle Street should be included in the summary document but it was agreed that this attached too much weight to the indicative plan which is obviously subject to change. It was also felt that this would give too much detail to the summary.

Margaret pointed out that the links to websites were not consistent and all links should point to the weebly address, which held much more information.

There were no further comments on the summary document and it was agreed that it was ready for printing, subject to relevant dates being added (as item 9) and website links corrected.

It was stated that we also need a comments form to be available on-line and as hard-copy.

Action: Colin to update the document with dates and web links ready for printing

Action: Colin to create a comments form

9. Date for consultation period and drop-in

It was agreed that the consultation should take place over the 6 weeks of Monday, 8th February to Monday, 21st March.

There will be a drop-in session for the public and stakeholders to discuss the plan with committee members and, possibly, developers. This will take place in the village hall meeting room on Friday, 26th February 16.00 to 19.00 and Saturday, 27th February 10.00 to 16.00.

End date for responses to the consultation will be Monday, 21st March 17.00.

It was agreed that Margaret should arrange for printing of all documents.

Action: Colin to include the dates above in the summary document

Action: Margaret to book village hall for these times

Action: Colin to send all final documents to Margaret for printing

Action: Margaret to arrange printing of 200 copies of summary document and comments form before 30th January

Action: Margaret to arrange printing of 5 copies of full pre-submission document before 30th January

10. AOB

- a) Julia reported that Michael Grainger had approached her, informally, about the development of a paddock on Langton Road on the northern edge of the village. It was decided that this additional site could not be included for this version of the NDP as it would mean going back to consult the residents on its suitability and this could not carry on indefinitely. The committee also believed that they have sufficient backing from the consultations to proceed without it as the parish was in favour of retaining limits to development and this would, therefore, prevent development there.
- b) Colin requested that Mike produce a "Green zone" statement, justifying the creation of such a zone, similar to the statements produced for Local Green Spaces.

Action: Mike to send green zone justification statement to Colin

11. Next meeting

Next meeting will take place once the pre-submission consultation is complete to discuss results of that consultation.