

DOWN AMPNEY NEIGHBOURHOOD DEVELOPMENT PLAN - STEERING GROUP MEETING 14 JANUARY 2020 – MINUTES

In Attendance: SG Committee Andrew Scarth (AS), Geoff Tappern (GT), David Gardner (DG), Siân Gardner (SFG), David Fowles (DF), Jackie Scuri (JS), Mike Bruce (MB). In addition, 3 members of the public were present.

Item 1. Apologies. Ray Jenkins (RJ), Jon Campbell (JC), Lisa Spivey (LS)

Item 1a. Questionnaire Prize Draw. AS invited a member of the public to make the draw from those eligible and the winner of £100 was Mr D Kent, 44 Broadlease. MB to deliver. **Action: MB**

Item 2. The Minutes of the SG Meeting on 1 October 2019 were approved and signed by the Chairman.

Item 3. Results of Village Questionnaire. AS gave a comprehensive overview of the Questionnaire results showing data both in chart and tabular form, and giving colleagues the opportunity to seek amplification on numerous aspects. This information would allow for the preparation of Objectives and Draft Policies for the next SG meeting (16 Mar 20) and the subsequent briefing to the villagers (28 Mar 20). SG colleagues expressed their appreciation to AS for his significant work in providing this user friendly information.

Item 4. Finalise Objectives from Questionnaire Results. AS provided colleagues with his First Draft Objectives to be Satisfied. The document was scrutinised, changes proposed, and Question numbers mapped to the objectives; AS agreed to incorporate the agreed changes and recirculate the document to colleagues for their use in the development of the Objectives. **Action: AS**

As a reminder, the theme leaders for the topics (based on the Uffington NDP) are:

Landscape AS

Housing GT

Design DG and SFG

Economy and Employment DF

Community and Leisure AS to find volunteer

Sustainability and Infrastructure JS and AS

Action: AS, GT, DG, SFG, DF, JS before next meeting (16 March 2020)

Consultant Liz Beth would be involved at some point in this process; GT agreed to get confirmation of her availability in March. **Action: GT**

Because of differing writing styles, it would be necessary for someone to review the 'finished article' (to be based on a template which AS volunteered to provide) with a view to standardising terminology and format. JC would be invited to do this. **Action: AS, JC**

In addition, there would be a requirement for proof reading and Ann Higson would be approached to do this, as previously.

All of the Questionnaires are held by MB and can be accessed for reference on request.

Item 5. Draft Policies. Through the process of finalising the Objectives, Draft Policies should evolve. AS expect much use of the word 'shall' and the number of policies was expected to be overly high but this would be subject to further SG action.

Item 6. Housing Needs Survey. The NDP requires an up to date Housing Needs Survey as the last one was in April 2010. GRCC carry out these surveys on behalf of CDC Strategic Housing. CDC allocates a budget for these surveys and decides which villages will be surveyed in any financial year. Down Ampney is not on the list for 2020-21. A meeting will be held at CDC in March/April to understand the 'Affordable Housing' requirements of Down Ampney, a request funding from the CDC. A quote of £1384.42 has been received from GRCC to carry out the Down Ampney survey. Note in the letter that a typical response percentage is only 30%.

Item 7. Budget and Expenditure. Funds available for next year would include £3K from the PC + roll over money and the Locality Grant of £9K. GT had advised the PC that there might be a further year's funding required.

Item 8. Programme and Progress. AS advised that there had been numerous unforeseen changes/inputs to the programme and that a revised version would be circulated in due course. He opined that NDP completion by end 2020 was now unlikely and he anticipated an early 2021 completion. AS would prepare an input for the February DA News; DF would do same for March. GT was continuing his search for display boards for the 28 March walk-in meeting. **Action: AS, DF**

Item 9. Actions from Last Meeting Not Already covered. None.

Item 10. Date of Next Meeting. 16 March, 7pm, Dakota Room.

Item 11. Questions from Members of the Public. None.

Andrew Scarth

Chairman

NDP SG

