

**Barrowden and Wakerley**  
**Neighbourhood Development Plan Meeting**  
**Tuesday 3rd May 2016 7.30 pm**  
**at Rowan House, Wheel Lane, Barrowden**

**Present:** Chris Barrett, Sara Barrett, Emma Bettles, Gordon Brown, Mike Griffiths, Trina Griffiths, John Haddon, Jean Mitchell, Chris Donovan (guest speaker), Alison Last (facilitator) and Stephen Last. Jennifer Hughes-Nurse and Val Jones were present as visiting observers.

**1. Apologies:** David Allan, Richard Littlejohns, and Diana MacDuff.

AL welcomed Chris Donovan as our speaker tonight and also Jennifer Hughes Nurse & Val Jones.

**2. Chris Donovan from the Cottesmore NDP Group:**

**a. Biography** - chartered town planner with 40 years in local government. Relocated from London to Cottesmore and involved with Parish Council in taking NDP forward to referendum.

**b. Important Areas to Tackle for NDP**

- \* response to questionnaire
- \* page for goals ,aims etc
- \* relationship with RutCC and also Northants (three tier)
- \* how to produce first draft
- \* funding
- \* lessons learned - how the VDS fits with the NDP i.e. it is a great start for evidence. Barrowden also asked open questions as well as covering the topics raised by the villages.
- \* consider a policy statement and think clearly before setting out (SWAT analysis) 10 good points and 10 bad.
- \* vision aims and objectives - look at three or four for aims/objectives.
- \* content summary of Cottesmore NDP (appendix 1) [cnpng14.blogspot.co.uk](http://cnpng14.blogspot.co.uk)

**c. Vision**

- \* past development not conducive and currently marginal as a small service centre
- \* guide for first draft should be to pick key aspects/topics plus a village overview including history and what we should look like via the sub groups. Engage with the villagers and appoint someone to come in and help but be specific on the contract.
- \* sources of funding (appendix 2)
- \* questionnaire results should be the first stage of the story and then evolved into the first draft of the NDP

**d. Hints and Tips**

- \* Planning Policy - Development Control and example of aspirational is traffic calming.

- \* letter with plan regarding pipes and drains as an example - survey on sewage, no further development until survey is done.
- \* after first draft plan do not jettison good stuff too early - organise consultation /publicity events and monitor communication. Take on board the feedback, amend plan and re-consult. Copy the Councils each time a draft is produced.
- \* other documents to be produced are as follows - report of evidence, consultation statement on what has been done, basic conditions statement of how our plan meets the NPPF ref para 17.
- \* pond river and verges should be in but put them into context. Note that it is a requirement for the Council to produce an area conservation statement
- \* any additional pieces in the appendix should be descriptive

The Group thanked Chris for an informative presentation and it was agreed that any further communication with him would be through the Chair.

**3a. Notes of previous meeting 6th April 2016:** circulated, read and approved by the Group as a true record.

**3b. Matters arising from previous meeting not covered in agenda:**

- AL to send a letter and questionnaire to the lay-by refreshment facility.
- BHP Meeting not yet arranged.

**4. Analysis of Questionnaire Returns**

- still very much in a raw state and should be considered a start.
- responses to the questionnaire considered to be very clear and CB has drafted a word summary, section by section, for consideration. (appendix 3).
- written open responses need to be re-looked at and included in the relevant headings.
- we should refer to the Cottesmore Plan to gain insight on how they handled emphasis and structure.
- as Wakerley is 15% of the total returns we need to take account of them at each stage.

**5. Publication of Questionnaire Results**

As a way forward to producing a flyer on the results for the Villages (and in preparation for the first draft of the plan) it was agreed to review the topic sections in sub groups as follows:-

- Conservation - JM and TG
- Our Surroundings - MG
- Recreation and Leisure - CB and SB
- Housing - GB and EB
- Transport - DA
- Rural Economy - GB and EB

- Utilities - JH and MG
  - Healthcare - TG and S Pickwood
  - Aims and Objectives and Overview - AL
- target date for completion of summaries to be returned to AL 20/05/16.
  - AL would summarise comments to produce a proof flyer for circulation to the group. Once signed off MG would produce photocopies to be sent out with the June magazine which would be delivered to residents over the Bank Holiday weekend. The flyer would also be circulated via the Village e-mail over the same period.
  - AL has produced a document (appendix 4) using the Questionnaire format. This shows the total replies to each question and the number and percentage breakdown through the four response categories. Group considered this to be a useful aid /backup to the data and AL would tidy up the comment boxes by 05/05/16 and circulate to members of the group.

#### **6. Next Steps for the NDP Process**

- Results and subsequent drafts of plan to be objectively vetted.

#### **7. Funding Update**

- Group agreed the drivers are those in the policy brief.
- initial approach to consultants is to request what their daily costs are and the experience they can offer.

#### **8. Finance Update**

- £600 voted to the Group by BPC. £485 spent to date and £115 remains in the kitty.

#### **9. Any Other Business**

- SB would write and thank Chris Donovan.
- Homework - Group should take the issues & options approach forward within their topics and challenge against the questionnaire.

#### **10. Date and Venue of Next Meeting**

- 7.30pm 01/06/16 at the Village Hall (now 7.30pm, Monday 6th June at 8 Church Lane, Barrowden).

**Meeting concluded at 10.30pm**