

Martock Neighbourhood Plan

Minutes of Steering group meeting Monday 13 March 2017

In attendance: Andrew Clegg, Neil Bloomfield (Chair), Tina Randall, Kathryn Pearce, Fergus Dowding, Paul Harding, Patrick Palmer and Paul Weston.

12. Minutes of previous meeting and matters arising.
 - 12.1. The minutes of the meeting were considered, no comments were made.
 - 12.2. An action list is required. Action KP
 - 12.3. Paul Weston, planning consultant, introduced himself to the group. He needs to see the Project Plan devised by Lydia.
 - 12.4. Estate Agents questionnaire. PH has prepared one and will take to local estate agents. NB reported that Right Move can provide reports on searches made, NB will investigate this.
 - 12.5. Christine Berry can be used for basic administration like photocopying, but not for minute taking.
13. Terms of Reference review. We are in breach of the T. o. R. previously drawn up by the first steering group. AC will amend them, circulate to all for comments, and then ask Parish Clerk to take to next full Martock Parish Council (MPC) meeting.
14. Email Focus Group. 38 people are now in the focus group, but we need a shorter email list for steering group business, and a separate list for public comment. There is also a separate Martock Plan group with c.20 names on it. The steering group will use individual email addresses now, not the Yahoo group email, and will include the Clerk and Chair of MPC.
15. Conservation Area Review.
 - 15.1. The natural environment group has requested that Greg Venn at SSDC be approached to see if we can get on the conservation area review for this year. NB will speak to Dave Norris in SSDC Planning about this.
 - 15.2. We need to identify non-listed heritage assets and important buildings. Photos posted to the Face Book page could be invited.
16. KP reported that evidence sources had been identified from the S. Petherton neighbourhood plan that would be relevant to Martock, mainly 2011 Census data, and a 2014 midyear review, as well as the Somerset Intelligence website.
17. Website.
 - 17.1. AC has spent some time updating this and making it more usable. He would like all to review and comment.
 - 17.2. AC is currently paying for the website, as part of a package. AC to be reimbursed if necessary.
 - 17.3. AC confirmed that the website has lots of storage.
18. Sub groups on Flooding and Drainage, and Natural Environment have been set up, led by Gordon Swindells and Dion Warner respectively.
 - 18.1. The natural environment group will look at mapping data on species, significant habitats and features of interest such as unimproved grassland, hedgerows, orchards etc.
 - 18.2. Terms of Reference are needed for the sub groups.

- 18.3. Maps of the whole Parish, A1 size are needed. OS maps are free to all Parishes, also look at Magic Maps and Parish Online. AC to investigate. NB to contact SSDC for maps with bar scale.
19. Farmers' Market. AC set up a stall at the March Farmers' Market and got good feedback with lots of interest.
 - 19.1. Have a stall each month and focus on one area. April 10th Traffic/Cycling/Footpaths. Have a vote with counters on questions such as: Should we have a relief road (implications)/or not have a relief road (implications).
 - 19.2. Comment cards via a suggestions box to be returned to Information Centre would be useful.
20. Plan overview. AC has produced a document with a plan overview. PW advised not to deviate too far from the standard plan format. He commented that Section 3 – the planning framework was very important.
 - 20.1. Chapter 6 on Housing will discuss housing supply, form, layout etc. and also potential sites. SSDC land availability study and Peripheral Landscape Study were referenced.
 - 20.2. SSDC have statutory responsibility to assess housing need. PW suggested a Martock housing need survey might be beneficial if one doesn't exist already. Get evidence first then assess the need for a study. Cost £2.5 -3K. Time frame 3 months.
 - 20.3. It was noted that MPC could adopt a draft housing policy on a temporary basis, but would have no legal force.
21. Paul Weston's assessment of the progress to date. He would like to know more about our issues, our timetable and our budget, as well as what we think we need from him. He would help develop aims and objectives, which would lead to public consultation, followed by the development of policies. This could be done in time for a consultation on 10 June 2017.
 - 21.1. How much would this cost?
 - 21.2. Locality grant may be available if the plan process considers the allocation of specific sites for housing.
 - 21.3. Our existing grant funding may have to be returned if not used by 31 March, although it can be re-accessed as part of another application.
 - 21.4. PW has template topics; these can be sent to the whole group to find out who can help with which aspects.
22. Next Meeting Monday 10th April 2017 at 6.30 pm.