



ILMINGTON
NEIGHBOURHOOD DEVELOPMENT PLAN
Steering Group

Draft Minutes of the Ilmington Neighbourhood Development Plan Steering Group held at Ilmington Community Shop Cafe, Ilmington on Tuesday 16th May 2017 at 7.30pm

Present: Tim Allen (Chair), Jan Sherwood (IPC Liaison), Ross Chambers, Joyce Bridges, Tammy Clifford (Minutes) & Gerald Osbourne (Finance Co-ordinator).

Members of the Public Attending: None.

Consultant Attending: None.

1. **Apologies for absence and acceptance of dispensations:** Mike Lane & Martin Seymour.
 2. **Declarations of interests and consideration of dispensations:** None
 3. **Adjournment for public participation session: 15 minutes:** None
 4. **Minutes from last meeting:** Minutes from 17.4.17 accepted & agreed.
 5. **Project Plan:**
 1. Tim took the steering group through the plan, completion dates & targets. The group agreed with the details of the plan.
 6. **Survey & Workshops:** Tim has completed compiling primary data & only has the secondary data (text fields on business from the survey) to complete.
 7. **Plan Outline Structure:**
 1. The group agreed the structure for the neighbourhood plan with the Development plan, with the understanding that it is a working document.
 2. The group debated and created a draft overarching vision for the INDP which will be circulated to the group for comment. **Members are asked to email comments by Monday 22nd May 2017.**
 8. **Subgroup Reports or Items for Future Meetings: Sub-Group Reports:**
 - A). Future Growth and Housing:**
 1. **Site Allocation:** Ross to complete his report using reports from NP for the working group meeting on 6.6.17
 2. **Site Allocation Criteria:** The group debated & agreed on the final criteria for site allocation. The criteria for site allocation will not be driven by numbers, but by policies which are appropriate to the village.
 3. **Village Boundary:** Martin is waiting for a reply from SDC. NP will be in the working group meeting on 6.6.17 to discuss this topic.
 4. **INDP Site Allocation Route:** Jan has created a route for the group to take on Sunday 21st May 2017. Please meet at 10am at Claude's Meadow.
 - B). Economy and Tourism:** (Lead: Tammy Clifford): Work in progress.
 - C). Biodiversity:** (Lead: Tammy Clifford): Work in progress.
 - D) Communications and Parish Council** (Lead: Jan Sherwood): Please can chairs produce agendas early enough for Jan to place them onto the website to increase transparency, thank you.
 - E). Heritage and Built Environment** (Lead: Joyce Bridges, Members: Jan Sherwood, Martin Seymour) Work in progress.
 - F). Infrastructure** (Lead: Gerald Osbourne, Tim Allen, Members: Jan Sherwood, Martin Seymour) Work in progress.
 - G). Greenspaces** (Lead: Jan Sherwood) The final views document was debated & agreed upon (with the agreed amendments). Not all of the analysis of green spaces have been completed by NP (we had not instructed him).
- Actions:** Ross to contact NP to ask him to go ahead with the assessment of Middle Meadow.
- H). Finance** (Lead Gerald Osbourne) Grant applied for.

9. AOB:

- 1) Tim was thanked for the brilliant work on the housing survey.
- 2) Jan was thanked for all the work on views & site allocation route on Sunday.
- 3) Joyce drew up an agenda for 6.6.17.

10. Dates of Meetings & Workshops and confirm next Chair:

Joyce Bridges to be chair next workshop.

Tim Allen to chair next public meeting.

Public INDP Steering Group Meetings to be held on the following dates:

- Tuesday 20th June 2017 7.30pm in the Community Shop Café
- Tuesday 18th July 2017 7.30pm in the Community Shop Café
- Tuesday 15th August 2017 7.30pm in the Community Shop Café
- Tuesday 19th September 2017 7.30pm in the Community Shop Café
- Tuesday 17th October 2017 7.30pm in the Community Shop Café
- Tuesday 21st November 2017 7.30pm in the Community Shop Café
- Tuesday 19th December 2017 7.30pm in the Community Shop Café

Working Group Meetings (not open to the public) to be held on the following dates:

- Tuesday 6th June 2017 7.30pm in the Community Shop Café
- Tuesday 4th July 2017 7.30pm in the Community Shop Café
- Tuesday 1st August 2017 7.30pm in the Community Shop Café
- Tuesday 5th September 2017 7.30pm in the Community Shop Café
- Tuesday 3rd October 2017 7.30pm in the Community Shop Café
- Tuesday 7th November 2017 7.30pm in the Community Shop Café
- Tuesday 5th December 2017 7.30pm in the Community Shop Café