

Agenda/Meeting Minutes

1. Purpose of Meeting

Desborough Town Plan Steering Group

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|-------------------------|--|------------------|--|
| Date of Meeting: | Thursday 22 nd January 2015 | Location: | Desborough Heritage Centre – 7.30pm |
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2. Attendance at Meeting

| Name | Name | Name | Name |
|----------------------|------------------|----------------|-----------------|
| David Soans | Allan Matthews | Terry James | Belinda Humfrey |
| Ben King | Paula Holmes | Joanne Watson | Gil Holmes |
| Ruth Wakelin | | | |
| Members of Public :- | Carry Murphy KBC | Graham Bayliss | |
| | | | |

3. Apologies

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|-----------------|-----------|--|--|
| June Derbyshire | Rod Adams | | |
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4. Meeting Agenda

- 1) Welcome and introductions
- 2) Apologies for absence
- 3) Minutes of meeting held 11th December 2014 (already circulated)
- 4) Matters arising from minutes
- 5) Finance officers report – Allan Matthews
- 6) Planning consultant's report – Paula Holmes
- 7) Project managers report – Gilbert Holmes
 - a) Task 2 - Engagement of statutory bodies- review of progress
 - b) Next steps – issues and options
 - c) Urban design framework – review of 2004 document
- 8) LSWG – David Soans – progress with surveys
- 9) Hawthorns report – Paula Holmes
- 10) Public engagement - future events
- 11) Questions and comments from members of the public.
- 12) Communication issues
- 13) Any other business
- 14) Date and venue of next meeting

Meeting Notes, Decisions, Issues

1. David Soans welcomed Carry Murphy KBC Planning officer and members of public to the meeting
2. Apologies from Councillor June Derbyshire and Rod Adams
3. Last minutes taken as read
4. No matters arising from last minutes
5. Finance Report – Allan Matthews

All £7000 grant now spent, claim sent for the final 10% - £700. Further funding by a precept of £15000 to be paid in 2 parts, first in April. This funding guaranteed upto March 2016.
6. Planning Consultants Report – Paula Holmes

The report arrived on day of meeting, seems to be good, will be sent out soon. The Ise Valleu and Pipewell road has been Envirochecked.
7. Project Managers Report – Gil Holmes
 - a) 12 Letters gone out to Statuary bodies, excellent responses.
 - b) Forms issued to rank issues and topics groups, there will be a training session for Steering Group members on 5th February 12, 2015 7pm at Heritage Centre. Steering Group meeting on 28th February 2015 or 7th March 2015 for training on Topics.
 - c) The Urban Design Framework has been checked and the objectives in it commented on.
8. Lawrence Site Working Group – David Soans

Having permission from KBC, 3 surveys needed into condition, viabilty and cost. Condition survey took place last Friday. DCDT helping with funds for surveys. Following the KBC marketing exercise, 4 parties have shown an interest.
9. Hawthorns report – Paula Holmes

DCDT has a grant of £10000 for a feasibility study of the site. A visit to a similar site in Streatham and Wilburton might be useful.
10. Public Engagement.

Only 61 replies to questionnaires received, 1.22% of houses in Desborough. Same subjects cropping up in replies. Need to engage local groups in topics. Montsaye could have its own mini-steering group. Get Youth Centre involved, any other ideas welcomed. Contact local businesses and landowners, must involve more of the town residents. Another newsletter needed to help with topics needed before forthcoming election. Jo to design for delivery 13th – 20th February.
11. Questions and comments from members of the public.
 - a) When will the Neighbourhood Plan be ready – Draft could be ready October 2015, for the examination and consultation steps, and possible re-work which will add another 6-12 months to the process. It will then to go to a referendum when passed, and will have the same effect as any other planning documents.
 - b) Next meeting of Lawrence Site Working Group – not yet, awaiting survey.
 - c) We could engage with Library resources. Meetings on Town Council notice board. Try to refrain from using acronyms please. Town clerk to receive and keep on file correspondence.
12. Communication Issues.

Paula's Website very good now, could a counter be possible? Paula to investigate.
13. Other Business.

A KBC Planning Policy meeting takes place on Wednesday 28th January, Site specific proposals will be discussed, a report of how our Neighbourhood Plan is progressing will be given at meeting.
14. Date and venue for next meeting.

Thursday 26th February 2015, 7.30pm Heritage Centre.

