

Agenda/Meeting Minutes

1. Purpose of Meeting

Desborough Town Plan Steering Group

Date of Meeting:	Tuesday 18th August 2015	Location:	Heritage Centre 7.30pm
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2. Attendance at Meeting

Name	Name	Name	Name
David Soans	James Putt	Terry James	Allan Matthews
Ray Brooks	Belinda Humfrey		
Members of Public :-	Gilbert Holmes	Richard King	Jon Phipps - Lathams
Carrie Murphy(KBC)			

3. Apologies

Kevin Sills	Ben King	Ruth Brown	Alex Turigel
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4. Meeting Agenda

- 1) Welcome and introductions
- 2) New membership of steering group
Representative from DCDT, Representative Community member.
- 3) Apologies for absence
- 4) Minutes of meeting held 23rd July 2015 (already circulated)
- 5) Matters arising from minutes
- 6) Finance officers report – Allan Matthews
- 7) Planning consultant's report. Jon Phipps (Lathams)
- 8) Project managers report - D Soans
- 9) Public realm vision and masterplan – Report
- 10) Strategic environment assessment – proposals from KBC - Carrie Murphy
- 11) Operation of website – discussion and proposals
- 12) Questions and comments from members of the public.
- 13) Any other business
- 14) Date and venue of next meeting

Meeting Notes, Decisions, Issues

1. Welcome and introductions.
David Soans welcomed all to the meeting.
2. New membership of steering group
Not heard from DCDT but understand Belinda can also represent DCDT and Heritage. Alan Matthews suggested looking for some part-time involvement by other people.
3. Apologies.
Kevin Sills, Ben King, Ruth Brown and Alex Turigel.
4. Minutes of meeting held 14th July 2015 (already circulated).
Minutes from last meeting read and approved.
5. Matters arising from minutes. None.
6. Finance officers report – Allan Matthews
Paid out £50 for use of Heritage Centre and £35.35 for refreshments at Revive.
7. Planning consultant's report. Jon Phipps (Lathams)
Program and project timescale updated by David Soans. Urban Design Framework has been updated and included in draft N. Plan. Meeting this Friday (19th August) with KBC Planning (Carrie) to discuss SES and green spaces in parish. Tasks needed to do a survey of population, households and employment- info from KBC for this. Town Clerk is holding evidence for the Marlowe House event.
8. Project managers report - D Soans
David Soans gave out a timescale to get jobs done. Item 1 – done, Item 2 on the way, Item 3 – a video presentation of N Plan by James and Ray to be used at exhibition around the town. Summary of N Plan to be in a leaflet delivered to the whole town when ready should be by 19th November. Terry to design leaflet when info available. A full draft to be available at public exhibitions with some copies for display. Next timeplan to be sent out.
9. Public realm vision and masterplan – Report
Not available yet, Buckwell Close parking needs to be looked into by DTC, this is KBC land and would need a precept to be done.
10. Strategic environment assessment – proposals from KBC - Carrie Murphy
Formal letter to KBC needed (Town Clerk- James to do this), would need information about planned developments etc.
11. Operation of website – Report – James Putt
James Putt to consult Paula Holmes over access/transfer of control of the Desborough Neighbourhood Plan website.
12. Questions and comments from members of the public
Richard King asked if there were enough future developments planned to fill need for Housing in Desborough, especially along the Ise Valley. There has been an increase in population but not in facilities. In reply to this , the N Plan will identify enough sites to last until 2030 and further facilities to cope with this.
13. Any other business.
None.
14. Date and venue of next meeting.
Tuesday 15th September 7.30pm at Heritage Centre, Station Road.