

NOTES OF THE MEETING OF THE OAKHAM AND BARLEYTHORPE
NEIGHBOURHOOD PLAN STEERING GROUP
held on 21 March 2019 at the Victoria Hall at 17:00

Present: Christopher Clark (CC) (chair), Paul Buxton (PB), Paul Dowse (PD), Janet Hughes (JH), John Nowell (JN) and Nick Taylor (NT)

Apologies: Michael Hinman and Chris Marsland

In attendance: Simone Landucci (SL) (Open Plan)

Notes

- Regulation 14 Consultation is meant to start on Monday 6 May 2019. It will last 6 weeks until 14 June.
- The final version of all the documents, including changes to the Plan to address the comments from Rutland County Council to avoid the need of a Housing Need Assessment, have been circulated on Friday April 12. Members of the Steering Group should review the documents and be sure they are happy with the version before printing them, as this is the version that will be presented for consultation.
- The printed copies will need to be ready by the 6 May.
- The poster was discussed and changes to it were agreed. Janet has prepared and circulated a poster on the 23, which need a QR code to the page that will host the documents and the link to Survey Monkey.
- The Poster need to be printed and display online and in hard copies at least 1 week before the starting of Reg 14 Consultation.
- Paper copies for reading only, and feedback questionnaires will be available at four Information Points: 1 - Oakham Library, 2 - Rutland County Museum, 3 - the Victoria Hall and 4 - The King Centre. A large print version, printed on A3, will be available at Victoria Hall. The same docs will be available in PDF at the webpage mentioned earlier.
- OP will prepare the hard copy questionnaire and the Survey Monkey Questionnaire to collect feedback on the Plan. Hard copies questionnaire should be printed and left at the information points; the hard copy questionnaire will clearly explain to return them by putting them in the post box in the lobby of the Victoria Hall. Printed copies of the hard copy questionnaire will need to be ready by the 6 May. The Survey Monkey questionnaire will be deployed on the 6 May.
- OP will prepare a series of boards summarising the Plan. Such Boards will be printed on A3 sheet of papers and used at the three Consultation events to present the content of the Plan in a condensed form. Such summary will also be presented in the Survey Monk Questionnaire before each question. Such summary may be printed and left at the Information Point for consultation. The printed copy of the summary for consultation must be ready by the 6 May, the A3 Board must be ready for the first event (18th May).
- Consultation events will take place between 10:00 and 15:00 and will be at:-
- Oakham Library 18 May,
- The King Centre 25 May,

- Rutland County Museum 1 June
- Each event will have
- The Boards
- Printed copies of all document
- Printed copies questionnaire (although it is better to encourage residents to fill the online Survey Monkey questionnaire, if they are happy to do so, as digital forms are easier to analyse)
- Member of the SG will collate a list of emails for Statutory Consultees falling under the categories m., n., and o. of the list of Statutory Consultees contained in the presentation attached.
- Open Plan will contact Rutland County Council to collate the list of all other statutory consultees. Such list will need to be ready by the 3 May.
- The next Steering Group meeting will be on 25 April. Although other documents do not need to be printed by then, the poster should, so they can be displayed online and in hard copies at least a week before the 6 May.

- > RCC don't like our approach
- > Comments on the draft back to OP by 29/3
- > Letter in the press on 22 April to announce the next steps in the process
- > Print 6 copies of the plan and supporting documents for SG meeting on the 25 April and 20 A3 posters - Get a quote from Quoin print
- > Leaflet prepared by Janet Hughes – thanks Janet (amendments agreed at the meeting) JH to make the changes and recirculate
- > Questionnaire to be prepared by Open Plan
- > Review final documents before then
- > Reg 14 cannot start until after the local elections
- > The six weeks cannot overlap with Purdah
- > We could get legal advice but we should use the time to finish our work
- > Promoting / getting feedback on the plan between 10 and 3 at the following locations:-
- > 18 May at Oakham Library
- > 25 May at the King Centre
- > 1 June at the County Museum
- > Boards needed with a summary of the plan – prepared by Open Plan and agreed by the Steering Group
- > Try to maintain employment options
- > Combined LGS and GI together
- > Review final documents before the meeting on the 25 April
- > All comments to SL with copies to CC by the end of the month

Housing

- > More discussion needed on housing
- > Nicks questions
 - Is it necessary
 - Would it improve the plan
 - If we dilute it would it be worthwhile?
- > SL disagreed with the points made by RR
- > Planned limits of development

- > Strategic Housing Assessment – how long would it take, what would the delay be and what is the cost? Would it be helpful and is it necessary? SL disagreed with RR that HNA was important. It is necessary when we proscribe designs
- > Look at the Horncastle Plan
- > What evidence do we have for the items in the plan?
- > Ours is too proscriptive
- > What about Woolfox and St George's Barracks plan – soon to be published
- > Spread the build numbers over a 20 year period
- > Need to review section 5 part 1
- > Should be complete a local housing needs assessment
- > Review our evidence base
- > Policy 2 not supported by a housing needs assessments
- > Not like 4a RR doesn't like this a bit is it in the Local Plan or 4b (33%)
- > Policies need to be grounded in the local plan with 'small' rather than a fixed number of homes in a development (20 dwellings makes sense)
- > Discussion on House Needs Assessment Access to funding if technical support is needed also discussion on the design code elements. Support from Locality
- > SL to revise the Plan based on RR views re-write or tweek

Next steps

All comments to CC by the end of the month