

Notes of the meeting of the Oakham and Barleythorpe Neighbourhood Plan
Steering Group held on the 25 September 2019
at the Victoria Hall at 5.00 pm

Present:

- > There were present - Christopher Clark (CC) (chair), Joy Clough (JC), Janet Hughes (JH), Paul Dowse (PD), Adam Lowe (AL), Chris Marsland (CM) John Nowell (JN), David Salkeld (DS) and Nick Taylor (NT)

Chairman's opening remarks

- > CC opened the meeting by referring to the untimely death of Michael Hinman. Michael, he said, had been a member of the Steering Group since its inception and his contribution both as secretary and as a key source of information about the town and the history of Oakham had been invaluable.
- > He then asked the group to stand for a minutes silence as a mark of respect to Michael's memory.

Apologies:

- > There were no apologies for absence

Minutes of the meeting on the 1 August

- > The minutes, having been circulated, were agreed as a true and correct record. Proposed by DS and seconded by NT and agreed nem con.

Review of the neighbourhood plan documents.

- > A general discussion then took place on the latest draft of the documents provided by Open Plan.
- > A key part of this discussion centred around the issue of housing, particularly in the Brooke Road / south west of Oakham area. It was noted that to avoid overlapping, and hence potentially conflicting with the site allocation consultations, our plan did not allocate specific sites, leaving the allocations to the Local Plan Review.
- > JH said that in her view insufficient attention had been given to the numerous comments made by respondents from that part of Oakham to the regulation 14 consultation and that suitable wording should be included in the plan.
- > It was agreed that JH would submit a note of suitable wording and circulate this to the Group for comment and inclusion in the plan for the Regulation 16 consultation.
- > CC then said that the group had spent many hours, both as a group and individually, reviewing the documents and unless colleagues wished to see any significant amendments / additions his view was that any further changes could be made during the future discussions.

- > With that in mind he proposed that the group agree to accept the documents as they stand, subject to the amendment mentioned above, and asked for a proposer and seconder for this proposal. It was proposed by John Nowell and seconded by Paul Dowse and agreed unanimously.
- > CC then informed the group that he had received an e-mail from Roger Ransom (RR) the Planning Policy Manager at Rutland County Council in which he stated that under Regulation 15 of the NP Regs, the qualifying body (i//Oakham Town Council) need to submit to the County Council the following documents:
 - > Submission version of the draft plan;
 - > Plan of the neighbourhood area;
 - > Documentation relating to Strategic Environmental Assessment/Habitats Regulation Assessment;
 - > Consultation Statement;
 - > Basic Conditions Statement;
 - > Evidence Base
- > RR then continued in his e-mail, '*We have offered to undertake the SA/HRA screening of your NP, and it has been our intention to do this work once the Reg 16 plan has been produced*' and concluded the lengthy e-mail with '*we have asked Simone to let us know when you are able to supply all the relevant information to enable the SA/HRA screening to be undertaken.*'
- > Since this whole issue around Environmental Assessment/Habitats Regulation Assessment is totally new to us CC said that he would send a follow-up note to the group after discussing this with Simone. CC would circulate RR's e-mail.

Next steps

- > CC then said that the steering group were getting near to the time when our work would be passed to our qualifying body for them to take the work forward. Adding that our future involvement would be in the selection of the Examiner.
- > He then said that he would arrange a meeting with OTC to which Open Plan would be invited.

Any other business

- > It was agreed than a suitable paragraph be included near the beginning of the Neighbourhood Plan document to record the contribution of Michael Hinman to our work.
- > JC agreed to write a suitable paragraph and circulate if for comment.

Date of the next meeting.

- > CC said that he would keep group members apprised with developments and the date and time of the meeting with OTC to which Open Plan would be invited.