

**Stoke Golding Neighbourhood Development Plan Advisory Committee**  
**Draft Minutes of the meeting held on 18<sup>th</sup> June 2018 at Stoke Golding Methodist Church Hall**

	<b>Committee Members Present:</b> Roy Mitchell (RM) (Chair), Jim Hope(JH), Sarah Beale(SB), Kate McCreight (KM), Will Alston (WA) and Rob Gaskin (RG)	Tasks allocated
<b>21/1</b>	<b>Apologies for Absence</b> None	
<b>21/2</b>	<b>Declaration of interest on items on the Agenda</b> None	
<b>21/3</b>	<b>To confirm the previous minutes (12th March 2018)</b> Those present on 12 <sup>th</sup> March approved the minutes.	
<b>21/4</b>	<b>Confirmation of NP Members &amp; Terms of Reference</b> No change to committee membership and Terms of Reference	
<b>21/5</b>	<b>Matters arising</b> None	
<b>21/6</b>	<b>Data Protection</b> New Data Protection Laws were introduced in May. SB said SGNPAC is up to date with changes. JH has contacted all those on the mailing list to confirm they wish to stay on; so too has the Parish Council. Information on individuals must be kept private and secure and must not be given to another person without written permission. Individual computer/tablet/phone passwords are required and separate email addresses. Six figure codes rather than 4 should be used for security. Hard copies of confidential information must be in a locked facility. Anything already in the public domain is exempted. Email SB if you have any queries.	
<b>21/7</b>	<b>Additional Land for Recreational Facilities</b> Sports for Stoke Golding meetings have identified a need for a bigger recreational ground. Cricket and football can share the current facility but ideally would like more land to provide better pitches. If any land was available adjacent to the current rec then expansion could be considered in future years.  All agreed that there was evidence of need and that a policy was required. <b>Action: New policy to be written by RM/JH and brought to a future meeting for consideration.</b>	RM/JH
<b>21/8</b>	<b>Draft Housing Policies (excluding site selection)</b> The committee discussed the following Policies presented to them by RM & JH. <p style="margin-left: 40px;"><b>1. Conventional, Social and Windfall</b></p> <p><b>Policy 1</b></p> <p>To maintain the rural character of the village the creation of a disabled accessible small copse of native trees, wildflower areas and a pond would contribute to biodiversity, create an enhanced environment and provide a meeting space for the residents of the estate. The facilities to be located, so that at maturity they do not impact on existing and new properties. All existing hedgerows and trees should be retained around developments and in their absence native hedging and trees should be planted around the perimeter of the development. Buildings and utility services should be located to avoid damage to these features. The location of new buildings should ensure that these features can "mature" and be maintained without having significant impact. (e.g. creating shady areas that could later be the justification for their removal).</p> <p><b>The committee agreed with Policy 1</b></p> <p><b>The words "including bungalows" to be added to Policy 2 so it now reads</b></p> <p><b>Policy 2 (revised)</b></p> <p>Provide a mix of dwellings, including bungalows, appropriate for Stoke Golding's current and future population in a manner that promotes a sense of community linked to Stoke Golding's community as a whole.</p>	

	<p>Policy 3.</p> <p>Building design should be sensitive to the existing and adjoining properties and minimise visual impact.</p> <p><b>The committee was happy with Policy 3.</b></p>	
	<p>Policy 4.</p> <p>To prevent the village becoming financially “exclusive” and to provide affordable and social housing the provision of such houses should be in line with HBBC Policy and should not be reduced after planning approval.</p> <p><b>Committee was happy with Policy 4. May wish to add something on starter homes.</b></p> <p><b>Action: JH to bring something to the policy review meeting.</b></p>	JH
	<p>Policy 5.</p> <p>All affordable housing vacancies to be prioritised to local community residents, their immediate family and those who have had their permanent place of work within the NDPA for more than one year, by extensively advertising to the local community, using social media etc. for a month before being put on the open market.</p> <p><b>Action: RM/JH to review this policy in the light of comments made.</b></p> <p><b>Also, as proposed in a later policy, to use the term “at least” before the words “a month”.</b></p>	RM/JH
	<p>Policy 6.</p> <p>Housing developments of 10 and above should be spread affordable housing evenly across the development site in small clusters of one to four dwellings.</p> <p><b>Action: RM/JH to reword Policy 6</b></p>	RM/JH
	<p>Policy 7.</p> <p>Houses of different types including bungalows, to be provided and designed in a variety of styles avoiding the “urban” look and feel of more recent developments in the village.</p> <p><b>Action: RM/JH to merge policies 2 and 7.</b></p>	RM/JH
	<p>Policy 8.</p> <p>Provide each house with parking for at least two cars, excluding garages, to minimise on-street parking.</p> <p>(Garages should be of a size to allow each parking space within the garage to accommodate a large modern family vehicle and allow passengers to exit that vehicle).</p> <p><b>Action: After discussion about lack of parking provision for current new builds, RM/JH to reword Policy 8.</b></p>	
	<p>Policy 9.</p> <p>Developments should incorporate pedestrian and cycle links to adjoining residential areas and facilities.</p> <p><b>The committee was happy with Policy 9</b></p>	RM/JH
	<p>Policy 10.</p> <p>A significant financial contribution to be made toward the purchase of land to extend the existing community recreation ground as part of the 106 agreement, or Land to be donated to the community to extend the existing community recreation ground as part of the 106 agreement.</p> <p><b>Discussion about order of words in policy statement.</b></p> <p><b>Action: RM/JH to rework policy 10.</b></p>	
	<p>Policy 11.</p> <p>For housing developments of all types landscaping and support infrastructure should developed in tandem with housing, so that it is fully completed when the last houses are completed.</p>	

	<p><b>The committee approved Policy 11 adding a comma after the word “types”.</b></p> <p><b>2. Facility for the Elderly</b></p> <p><b>It was suggested a preamble was needed to say why we have these policies.</b></p> <p><b>Policy 1</b></p> <p>Extensive landscaping of the complex to retain the rural character and blend in with existing features. In particular use of resilient native trees, sited so that they can grow to maturity without impacting on the complex, utility services or the adjacent properties. The creation of copses as small areas of woodland, wildflower areas and a pond would contribute to biodiversity and create an enhanced environment for the residents of the complex. All existing hedgerows and trees should be retained and buildings and utility services should be located to avoid damage to these features. The location of new buildings should ensure that these features can “mature” and be maintained without having significant impact. (e.g. creating shady areas that could later be the justification for their removal.)</p> <p><b>The Committee agreed with Policy 1</b></p> <p><b>Policy 2</b></p> <p>Existing public footpath to be retained or an alternative diversion provided.</p> <p>OR</p> <p>Should be connected to the village pavements by a disability friendly footpath.</p> <p><b>Policy 2 to read “Should be connected to the village by an accessible footpath.”</b></p> <p><b>Policy 3</b></p> <p>To ensure the complex is in keeping with the existing village character</p> <ul style="list-style-type: none"> <li>1) Limit to building height (not to exceed height of Halls Factory).</li> <li>2) Limit to individual buildings footprint (no greater than Hall’s Factory).</li> </ul> <p>OR</p> <p>1) To ensure the complex is in keeping with the existing village character</p> <p>2) The height and footprint of building should be sensitive to adjacent pre-existing buildings, including those present prior to development of the selected site.</p> <p><b>Action: RM/JH to rework the second (OR) alternative generic statement.</b></p> <p><b>Policy 4</b></p> <p>Design of Complex to maximise separation from existing properties on Station Road by using access road/s and landscaping to minimise the impact on existing residents.</p> <p>OR</p> <p>Design of Complex to maximise separation from existing properties by using access road/s and landscaping to minimise the impact on existing residents.</p> <p><b>Policy 4 to read “Design of any development to maximise separation from existing properties by using access road/s and landscaping to minimise the impact on existing residents.”</b></p> <p><b>Policy 5</b></p> <p>All “housing” vacancies to be filled primarily by local community residents or their immediate family and should be extensively advertised to the local community, using social media etc. for a month before being put on the open market.</p> <p><b>This was agreed with a couple of changes – the words “filled primarily by” to be replaced by the words “offered primarily to” and the words “at least” to be inserted before “a month”.</b></p> <p><b>Policy 6.</b></p> <p>Elderly accommodation should make provision for a suitable proportion of accommodation to be affordable by all Stoke Golding residents.</p> <p><b>Policy 6 to read “Accommodation for older people should make provision for a suitable proportion to be affordable.”</b></p> <p><b>Policy 7</b></p>	<b>RM/JH</b>
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<b>21/9</b>	<b>Residents Comments on Draft policies</b> None	All
<b>21/10</b>	<b>To receive and consider such communications as received by the Chairman</b> None	All
<b>21/11</b>	<b>To consider items needed to be brought to the public's attention (AOB)</b> None	
<b>21/12</b>	<b>Next meeting;</b> To be confirmed. The meeting closed at 9.20pm.	
	<b>Residents attending:</b> - Ruth Fisher, Mervyn Ward and Anne Fullagar(minutes).	