

Emberton Neighbourhood Plan Steering Group
(A committee of Emberton Parish Council)
Minutes of Meeting held at The Pavilion
on Tuesday 26th October 2021 at 7pm

Present: Jason Bevan - Chairman
Fred Markland – Vice Chairman
Melanie Duncan
Harry White
Chris Akrill (via zoom)

Karen Goss – Clerk (via zoom)

1. **Introductions and Apologies for Absence** – Apologies for absence were received from Colin Jamieson and Virginia Tierney. Following introductions, it was proposed by Melanie and seconded by Jason that Harry White be appointed a representative to the Neighbourhood Plan Steering Group Committee.
2. **Declarations of Interest in items on the agenda** - There were no Declarations of Interest in items on the agenda.
3. **To approve the Minutes of the Meeting held on the 17th August 2021** – The Minutes of the previous Meeting held on the 17th August 2021 were agreed and signed by the Chairman.
4. **Call for Sites** – Chris suggested that the call for sites be re-run between the 1st and 22nd November 2021. The same proforma would be used as before with the assessment process being kept as previous to make it as consistent and fair as possible. The form would indicate that a smaller allocation of up to 10 houses was sought (previously 10 – 20 houses) which were well related to the development boundary. Chris commented that the map on the proforma would be updated to include more of the land to the north. Melanie responded that the boundary at the top of Gravel Walk needed correcting on the map which should have been corrected following the last planning consent. **Action: CA** to check where the red line boundary on the permission was. Melanie stated that it cut through the consented garden but not the paddock. It was noted that one other property had a boundary going through a building which needed amended.

Jason asked how the call for sites would be advertised. Chris commented that he had also included in his previously circulated email, some text to be added to the website which gave people an update and why the group were going over it. Jason stated that it needed to be highlighted that if a landowner had previously submitted a site, it would be carried forward to make people aware that they did not need to submit a further proforma. Harry asked if previous sites would be reconsidered. Jason responded that they would be. Fred stated that he expected people would be quite proactive regarding the call for sites.

Chris reported that last time some posters had been put up in key places in the village to highlight it and asked if there were other means of communicating. The clerk responded that the Well & Towers deadline had been missed but it could go on the parish council's Facebook page and the Connect and Protect What'sapp group. **Action: KG.** Melanie agreed to put up some call for sites posters. Chris to issue an updated poster with the amended dates for advertising **Action: CA.** Harry asked if an individual approach could be made such as leaflets doors to door. It was felt that a poster on the website, parish council noticeboard, allotment noticeboard and on lamp posts would be sufficient. **Action: MD/KG.** Fred asked who monitored the returns. Karen commented that responses would be sent to the plan@embertonparishcouncil.co.uk email address and she would monitor this during the call for sites period and forward any applications; sending a summary of responses following the end date. Anyone putting forward a call for sites would receive a response acknowledging the submission. **Action: KG.** Chris commented that the group should let David Blandamer and the Ward Councillors know that the call for sites was being re-run. **Action: KG**

5. **Next steps** - Jason stated that a meeting needed to be set up for just after the three week period. **Action: JB** to put forward some dates. **Action: KG** to check the pavilion availability.

Chris had previously circulated the neighbourhood plan with comments that had been received up to date with the document becoming a "rolling draft". It was noted that once the call for sites had been finalised, the plan could be finished off and put forward to the next stage.

Melanie commented that development at Astwood and Hardmead had been permitted on appeal as the definition of windfall in their neighbourhood plan was not robust enough.

Melanie asked whether the field by the church which was going to be a green area; was robust enough to fit into the plan? Did the size need to be stated; the owners were questioning whether it should be made a green area. Chris suggested that it could be called a "local open space. Harry asked if this was in open countryside. Melanie responded that the field was important to the village because of its landscape. Chris commented that he was confident that it had been put in the correct category and there was no challenge on the basis of it being developed. Fred stated that the Conservation Area Character Statements should include wording to protect this area. **Action: FM** to look at the 1997 Conservation Area Character Statement. Chris commented that in order for the field to be formally defined as a local open space there was criteria that had to be fulfilled such as a public amenity function which had set criteria and might not meet this. **Action: CA** to look into this.

6. **Any other business – grant application.** Melanie stated that a payment had not been made to Chris for a long time. **Action: CA** to speak to locality and find out what could be applied for now that the call for sites process was being restarted.

Fred commented that electric vehicle charge points was quite a topical thing and asked whether this could be noted in the right section of the plan although he was conscious of the requirement for space. Chris stated that with building regulations, all new housing had to provide an electric vehicle charging point or make facilities

for one. Fred stated that this wouldn't cover the centre of the village. Chris responded that it could be the parish council's aspiration to instal them and asked whether there was any funding that could be applied for from MKC? Harry made reference made to the bus service and asked whether this needed to be looked at again as there was no longer the number 21 through Emberton. Melanie responded that the plan probably needed to be updated to include MK Connect.

- 7. Date of next meeting** – The clerk to ascertain the availability of The Pavilion.
Action: KG. Jason to look at dates for next meeting. **Action: JB**

The meeting closed at 7.35pm