

Sommerford Keynes Parish Council – Neighbourhood Development Plan

Meeting 2 – 13th May 2014 - resulting actions and summary of meeting

Attendees – Ron Munroe, Sarah Powell and John Sweet. Martin Hutchins (GRCC housing needs survey) attended part of the meeting

Item	Area of Discussion	Required Actions
2.1	A discussion took place about what a housing needs survey achieved and what was involved. Martin Hutchins, GRCC's officer responsible for running housing needs surveys, explained that the format was set as it followed a national proforma. RM, SP and JS expressed concerns that the housing needs survey was too prescriptive and only identified the exact number of people in need of housing in the Parish at one moment in time. The NDP is looking to see how housing can be used to achieve the NDP vision over a period of 20 years. The challenge is to consider how a housing questionnaire can achieve both objectives.	All to consider how best to carry out housing questionnaire (for next meeting)
Business carried over from previous meeting		
1.1	Area Designation The area designation form was completed and submitted to CDC on 9 th May. The period of consultation runs until 26 th June.	
1.2	Vision for the Parish It was agreed to change the word 'develop' to 'enhance' so the vision was agreed as: "To maintain and enhance a vibrant community which is an attractive location to live, work and visit."	Complete
1.3	Consultation areas The six agreed key areas, that are to be addressed as part of our NDP, were allocated to members of the NDP sub-committee as follows: <ul style="list-style-type: none"> • Amenities (RM) • Conservation (JS) • Economy (SP) • Environment (JS) • Housing (SP) • Infrastructure (RM) It was agreed that each committee member would identify for each of their key area items that need to be considered as part of the NDP. These items are to be drawn from the Parish Plan or other relevant data.	All to prepare items for consideration in their key areas so that they can be reviewed at the 'brainstorming' session (10 th June 2014, VH). GRCC also attending.
1.4	Housing Needs Survey Superseded by 2.1	Complete
1.5	Consultation with the Parish It was agreed that an NDP newsletter should be delivered to all households in the Parish describing the benefits of a NDP and the consultation that would take place during the year. This would be done once the process for the housing needs survey was agreed. No change	All
1.6	Application for Locality for Funding It was agreed that, as funding is only guaranteed for 2014, an application should be made to Locality as soon as possible. Application to include GRCC support, pre-submission support, printing and presentation costs.	SP to consult over costs and complete application asap

Date of next meeting – 9:30am, Tuesday 10th June, 'brainstorming session' at VH.
GRCC invited to attend.