

Notes and Actions – Great Denham NDP Steering Group meeting - Tuesday 10th November 2020

Attending: Louise Evans, Donna Parson, Helen Williams, Jo Ruskin, Chris Staite, Will Sinclair, Helen Allen, Anna O'Meara

1. The Draft Terms of Reference were reviewed and some changes captured.
Action: all to review and confirm agreement at next meeting.
2. Election of Chair, Vice Chair and Secretary
Chair – Lou Evans nominated by Will Sinclair, seconded Donna Parsons.
Vice Chair – Will Sinclair, nominated by Lou Evans, seconded by Helen Williams
Secretary – Anna O'Meara, nominated by Lou Evans, seconded by Jo Ruskin

The appointments of Lou, Will and Anna were agreed.

3. Each member gave a summary of the Neighbourhood Plan they had reviewed. The summaries are available in the Google Drive.

There are a number of items across the plans which will be useful to us and transferable for Great Denham:

- Reference Documents (mostly planning policies)
- Style and Layout
- Approaches to Community Engagement and how to represent in the plan
- Local issues and policies to address them
- Inclusion of non-policy actions, e.g. speeding, parking

Suggestions for inclusion arising from the other plans:

- Support for small businesses within GD
- Housing mix, including %/location of social housing
- Tackling ASB/Impact of crime
- Traffic Management policy
- Renewable Energy
- Improving pedestrian/cyclist access across the development
- Guidance on development and impact on green spaces (Oakley plan)
- Landscaping/River Ouse, incl habitat management
- Coalescence with Neighbouring Villages (Oakley plan)

4. Next steps

Lou proposed that the focus areas identified at the first meeting are allocated out to SG members as follows:

- Greenspace – Donna
- Community Facilities – Helen A
- Future Development – Chris S
- Building Code – Helen W
- Infrastructure – Will
- Community Engagement – Jo

- Ecology/Environment - Vince

Lou will focus on the overall project management and project plan, grant application and consultants.

Lou has sourced and loaded a number of guidance documents relating to these areas onto Google Drive.

Action: All to review their respective guidance and identify what is needed for us to write that section of the GD plan using template attached.

Action: AOM to set up a NDP email address which we can publish on the website and use for all community correspondence and engagement

It was agreed that this will be forwarded in the first instance to Lou, Anna and Will; we will need to review how best to manage once it is used in any call to action.

5. Grant Application

We have submitted our Expression of Interest to Locality and have 15 days to submit an application for funding.

Lou proposed that we apply for the minimum amount of £1000 initially as any money has to be spent by 31/3 or lost, and if necessary, we can make further incremental applications for funding at any time. We are also exploring what additional funding we might be eligible for as Technical Support, although this is likely to be Year 2 funding.

We will also need to consider when and how best to engage consultancy support. We have approached 3 consultants to date (all used by other parishes) and have details from 2 of them; we will look to identify other consultants to approach.

Action: all to read the consultants responses on Google drive.

6. Next meeting

Tuesday 15th December 2020 at 7.30pm (via Zoom)