

## Northhill Parish Neighbourhood Plan

### Project team meeting 24.06.16

#### 1. Site assessment priorities

- SB to complete process of reducing site assessment survey information for consideration by the SG
- PS to find out if there are still any further site assessments to be done, when and by whom?
- SG need to complete the grading of remaining sites in their next meeting and from the grading draw up a list of preferred sites to put before parishioners in the consultation event
- Preferred sites should be from those given positive gradings with reasons for preference appended
- Preferred sites should ensure they meet the defined criteria for site selection and any further criteria e.g. preference for equitable distribution between settlements. They should take into account CBC policy, HNS data and questionnaire outturns.
- Alison's suggestions about holding the public consultation event should be adopted (attached).
- PS to send further questions to Alison for clarification.
- In the presentation to the public, housing evidence needs to be stated in the Introduction .To produce a summary showing immediate needs and longer term requirements:
  - RC will summarise Questionnaire data in a visual form,
  - SB will send RC a copy of The Housing Needs Survey Report
  - RC will ask Cliff Andrews for an electronic copy of the HNS survey form
  - RC will ask JP to produce data analysis form consultation workshops.
  - Alison to be asked to vet presentation
- SB to complete remaining formatted site sheets for SG workshop
- Site summaries for public consultation will contain; Site description. Photo and map, comments divided into pros and cons.
- Preferred and non-preferred sites should be available for consultation at the public event sorted by settlement area.
- Public will be asked to express their site preferences by putting coloured stickers in boxes on site maps
- Proposed dates for public consultation will be reviewed by end of June to see if still viable if not then they will be rescheduled.

#### 2. Evidence tracker

- RC presented a version of the evidence tracker showing the evidence sources for the Water Management Policy
- It was approved and will be recommended for acceptance by The Steering Group

3. It was suggested that the proposed SG meeting on Wednesday 29<sup>th</sup> June be cancelled and the time used for a Project team meeting.

Next scheduled Project Team meeting Monday 11<sup>th</sup> July 2-4 venue tba.