

NEIGHBOURHOOD PLANNING COMMITTEE  
STEEPLE CLAYDON

Minutes of the 2<sup>nd</sup> meeting of the Steeple Claydon Neighbourhood Planning Committee held on 1<sup>st</sup> April 2015 at the Library, Queen Catherine Road, Steeple Claydon, Buckingham MK18 2PY

Present: Mr Paul Firth (In the Chair)  
Ms Tonia Vincent  
Mr John O'Dwyer  
Mr Paul Shaw  
Mr Chris Coombs  
Ms Bev Trevitt  
Ms Betty Picknell  
Mr Adam Graveley  
Ms Julie Milne

Apologies: Mr Ian Millard  
Mr Alan Dalley  
Mr Leo King  
Mr Ken Trevitt

1. Opening of the meeting

The meeting was opened at 7.30pm.

2. Apologies

Paul Firth welcomed new attendees; Bev Trevitt, Betty Picknell and Adam Graveley. The above apologies were announced.

3. Adoption of draft agenda

It was agreed that there would be no formal agenda but this would be created as the meeting progressed and ideas were shared.

4. Points discussed

Paul Firth provided copies of the following documents which may prove helpful:  
How to shape where you live - A guide to neighbourhood planning  
Marsh Gibbon Neighbourhood Plan  
Great Horwood Parish Neighbourhood Plan  
Wing Neighbourhood Plan  
Winslow Neighbourhood Plan

Copies of these have been circulated since the meeting and further copies can be obtained by emailing [julie@b-p-a.org](mailto:julie@b-p-a.org).

Paul Firth advised that the Gladman's application to develop the land at North End Farm, North End Road has been refused. Tonia had previously circulated a copy of the formal refusal published by AVDC which is available online. Paul Firth added that it is likely that Gladman will appeal this decision and he has written to AVDC advising that the Neighbourhood Plan (NP) will be discarded as there is currently no Local Plan in place and the absence of this affects the NP.

It was agreed that Jean Fox of Community Action Bucks will be contracted to provide external support, creating a proposal from which we can start work. She has quoted a period of 6 days to produce this proposal at a cost of £2.5k which should be recoverable from an AVDC funding grant.

Paul Firth will contact Jean Fox to establish availability and based on this a Doodle Poll will be created and circulated to fix the date of the next meeting.

**ACTION: PF and JM**

It was further agreed that the purpose of the NP is to resist further development in the village and not to solve its social problems, keeping this practical and deliverable.

Betty added that her role on the Committee is to represent the historical sites in the village and raise awareness of sensitive areas. She advised that the sheep field on the left hand side between Buckingham Road and the church is the former site of a medieval village and the only location in the UK where the house platforms still exist. She asked if there should be a policy in our NP to protect these and it was agreed that there should be. Betty will provide a copy of the aerial picture shown at the meeting to be added to our report. Tonia advised that Ian Metherill, Chair of the Parish Council in Marsh Gibbon, had achieved protection of such areas in his parish by agreement with landowners that either side of the sensitive area could be developed, leaving the actual nucleus area untouched.

Tonia advised that when Marsh Gibbon developed their NP, their Committee conducted the housing needs survey themselves. This includes transport and other social and economic needs and Tonia has been forwarded a copy which our Committee can use. A professional survey has also been completed and is now available within the Evidence Base Report on their website at:

<http://www.aylesburyvaldc.gov.uk/planning-policy/neighbourhood-planning/marsh-gibbon-neighbourhood-plan/>

Consideration was given to how this Committee will motivate residents in Steeple Claydon to respond to our survey and it was suggested that a copy of the survey is delivered personally to each household and collected within a given time. Paul Firth also advised that a referendum will be held once all responses have been analysed and results incorporated into the NP. Residents should also be encouraged to respond to this referendum.

Betty advised that a housing plan was published in 1967 and has only just been completed. A copy of this document is available in the library.

The plan to build an Infrastructure Maintenance Depot (IMD) was considered and whether there should be two NPs written; one assuming that this goes ahead and the other assuming it does not, however, it was agreed that our NP will be developed so that it can be expanded upon should the IMD go ahead. The need to recognise the possibility of HS2, the new railway station and the IMD in the survey was acknowledged.

The Committee must formalise itself as an official group in the first instance and read through the Terms of Reference circulated before the last meeting.\*

\* Document 2

It was agreed that the following points must be addressed first:

- Involvement of the whole community
- Sources of funding + budget + expenditure
- Programme
- Organisation structure
- Sources of information and data
- Authorities and organisations
- Survey
- Communication
- Group structure

Tonia suggested that the Vale of Aylesbury Plan - Steeple Claydon Fact Pack - April 2011\* might contain some useful information, although the statistical information will be out of date. Chris Coombs will cut and paste any relevant pages and circulate these to the Committee.

**ACTION: CC**

\*Document 15

Contact will be made with Steeple Claydon Residents Group that runs a Facebook page and an invitation extended to a representative to attend these meetings.

**ACTION: ???**

Looking more closely at representation, it was agreed that this Committee should engage with all official groups that exist, such as but not limited to:

Neighbourhood Watch  
Horticultural and Allotment Society  
Steeple Claydon Local History Society  
Singing for Fun  
Church Mice  
Baby & Toddler Group

The following groups were recognised as those with which contact should be made:

- \* Businesses
- \* Residents
- \* Land owners
- \* Public bodies
- \* Societies
- \* Adjacent communities

Under the residents group, it was recognised that the following are not currently represented on the Committee: Youth, unemployed, non-home owners, disabled and original villagers. Thought should be given between meetings as to how these can be contacted and engaged.

**ACTION: ALL**

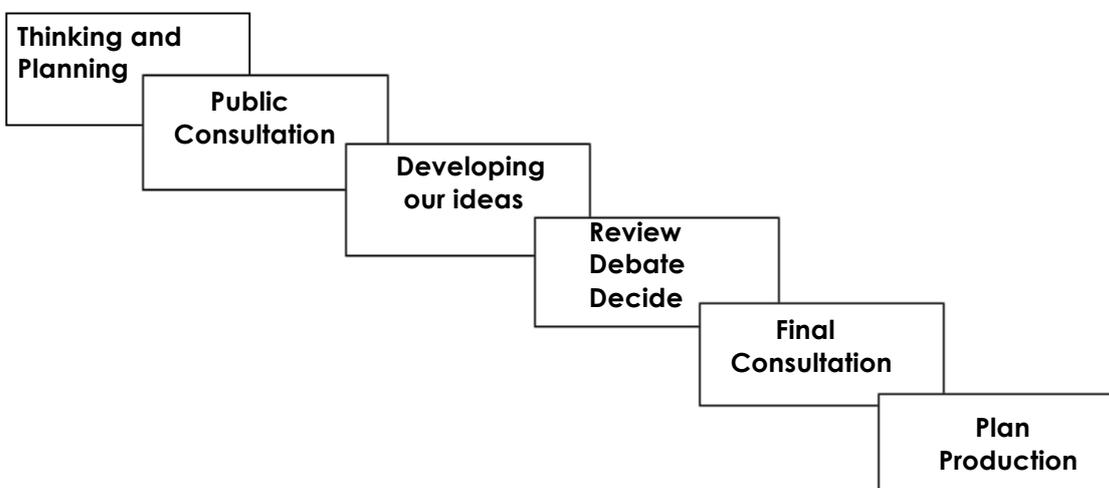
John will compile a list of the local businesses with which the Committee should make contact.

**ACTION: JO**

Ian will create a website for this Committee on which the main points from our meetings will be shared.

**ACTION: IM**

The steps for the work of this Committee were identified as follows:



Bullet points will be added under each heading showing our next steps.

It was agreed that a template will be created covering the questions that need to be asked of local businesses and taken to the meetings with them.

The Committee considered what the main issues for consideration in the NP should be and compiled the following list:

#### BIG ISSUES

- \* Recreation ground
- \* Traffic flow/parking
- \* Youth activities
- \* Old people
- \* Amenities
- \* HS2/local station
- \* Post office
- \* Protecting green space
- \* Maintaining identity and feel of village
- \* Public transport/timetables
- \* Affordable housing
- \* Communications
- \* Viability & sustainability of clubs and groups

John will conduct an analysis of the development that has taken place in the village and show this on a map that he creates.

**ACTION: JO**

It is recognised that the village is roughly double its original size and has been developed substantially already. Whether Calvert should be included in our NP was discussed but it was agreed that whilst it is a loading on Steeple Claydon by the residents use of our services (shops, doctors surgery and to a small extent, the school), there is no appetite to create a joint NP.

A vehicle for the sharing of documents amongst Committee members is to be set up. Dropbox was considered but it is unknown if this allows for metatags. Adam will explore the options and advise.

**ACTION: AG**

Paul Firth closed the meeting at 9.35pm and attendees were thanked for their participation.