

## Riseley Neighbourhood Plan Group

**Meeting held on 8<sup>th</sup> January 2020 at Riseley Village Hall**

**Present:** Mark Chamberlain, Alan Capper, Andrew Clifton, Claire Caparco, Robert Frear, Andrew Gell, Martyn Wady.

		<b>Action</b>
<b>Apologies</b>	Alison Chamberlain Non Attendance: Caroline Bradbury, Andrew Prigmore, April Prigmore.	
<b>Minutes 11/12/19</b>	The minutes were circulated prior to the meeting and agreed in the meeting as correct.	
<b>Matters arising</b>	Mark has yet to provide items for inclusion on the village website.	<b>Mark</b>
<b>Site Suitability Assessments</b>	Eighteen Site Suitability Assessments have been completed. Since the assessments were conducted at four sessions over a few weeks it is necessary to review all the assessments to ensure consistent application of the criteria. The meeting is arranged for Monday 20 <sup>th</sup> January at 22 Rotten Row at 8pm.	<b>SSA team.</b>
<b>Transport Survey</b>	This was closed on 28 <sup>th</sup> December and the data have been analysed and a report issued. Martyn and Claire were thanked for their hard work in compiling, running and analysing the survey. The survey was available via Facebook and hard copies at the Village Show in September and at The Village Shop. There were 98 respondents. There is much useful information in the report, e.g average number of vehicles per household, the main modes of transport used and most frequent destinations. The report is to be sent to Sally Chapman as part of the evidence for the Traffic and Transport section of the Plan.	<b>Mark</b>
<b>Other surveys</b>	Previously (in April 2019) and number of other surveys had been identified including topics such as village assets, environmental issues, recreation and leisure, and employment. Sally has been asked which topics would provide essential evidence for the Plan but hadn't responded. Mark is to ask her again. However, the Proposed Structure for Riseley Draft Neighbourhood Plan provided indications which were appropriate topics, e.g. Recreation and green spaces and Local Business (see later).	<b>Mark</b>
<b>Draft Vision Statement</b>	<p>This had been developed with Sally at the Workshop in November. The statement was reviewed and amended to <b><i>"The community's vision is that Riseley will retain and nurture a sustainable rural character. The character will be enhanced through well designed, controlled small scale development which respects the rural feel, the linear structure of the village, and landscape setting of the Parish. Small businesses and local enterprises will be encouraged and supported. The strong sense of community spirit that exists in the village will be fostered and enhanced by the support of amenity facilities and community projects such that people will want to live here and enjoy good health and wellbeing.</i></b></p> <p>This new version is to be circulated to the Group prior to it being sent to Jane Presland who will forward it to members of the Parish Council. It has been agreed to share this with the Parish Council and to provide opportunity for any necessary clarification after the next Parish Council meeting.</p>	<b>Mark</b>

<p><b>Proposed Structure for the Riseley Neighbourhood Plan</b></p>	<p>Sally had produced the Proposed Structure following the Workshop on November. We now need to gather evidence relevant to each section and provide it to Sally who has agreed to draft the Plan on our behalf. Volunteers were received for each section:</p> <p><b>Environment: Built and Natural:</b> The Site Suitability Assessment Team agreed to take responsibility.</p> <p><b>Housing:</b> The Housing Needs Survey provides the necessary information. Sally already has a copy.</p> <p><b>Traffic and Transport:</b> The Transport Survey report is to be sent to Sally and she is to be asked to identify any gaps in the information. The Parish Council is to be asked whether it is prepared to release speeding data from the "speed camera". The Speedwatch Group (Colin Groom) is to be contacted to determine whether they have any useful statistics regarding speeding through the village.</p> <p><b>Community facilities and Recreation &amp; Green Spaces:</b> The team is to consider whether a questionnaire would provide useful background evidence for this section.</p> <p><b>Local Business:</b> It was agreed that a survey may be a good (and possibly the only) way of identifying home workers. In preparation for this survey it was agreed to include a short paragraph in the article in the next Village Newsletter – deadline Friday 17<sup>th</sup> January.</p> <p>Claire agreed to act as a "runner" throughout the endeavour to provide support, e.g. data entry, as requested.</p>	<p><b>Andrew C Mark Martyn, Andrew G Alison Claire Mark</b></p>
<p><b>Confirmation of meeting dates for 2020</b></p>	<p>The previously notified dates (included in the December minutes) were confirmed.</p> <p>Sally Chapman is available to attend the February meeting but it was felt that this would be premature and it would be better if she could attend the March meeting.</p>	<p><b>Mark</b></p>
<p><b>AOB Date &amp; venue of next meeting</b></p>	<p>None</p> <p>Wednesday 12<sup>th</sup> February at 8pm in the Village Hall Lounge.</p>	
<p><b>Next meetings</b></p>	<p>All 2020 meetings on the second Wednesday (exception in October) in the month at 8.00pm in the Village Hall lounge:</p> <p>11<sup>th</sup> March  8<sup>th</sup> April  13<sup>th</sup> May  10<sup>th</sup> June  8<sup>th</sup> July  12<sup>th</sup> August  9<sup>th</sup> September  7<sup>th</sup> October (first Wednesday to fit ahead of Parish Council meeting on 15<sup>th</sup>)  11<sup>th</sup> November  9<sup>th</sup> December</p>	

Signed: *M. Chamberlain*

Print name: M Chamberlain

Date: 11<sup>th</sup> March 2020