

## Kimble Neighbourhood Plan Working Group Meeting: Minutes

Date 27/02/2019

Time: 7.30 pm

Venue: Kimble Stewart Hall

**Working Group Attendees:** James Cripps, Tom Dixon, James Good, Sue Howgate, Robert Martin, Gerald Redding, David Williams

**Parishioners in attendance:** Tim and Clare Cassidy, Rick Eveleigh

**In attendance:** Julie Bunker, Clerk to the Parish Council

**Apologies:** Delia Burton

	AGENDA ITEM	Minutes
1.	Welcome, attendees, apologies	Apologies had been received from Delia Burton.
2.	Minutes of the 23 January 2019 meeting	Approved.
3.	Updates to the Conflicts of Interest Register	No updates were declared.
4.	Parishioners in attendance – points of concern	JG welcomed Julie Bunker, Clerk to the Parish Council, and the Parishioners in attendance to the meeting. He advised the meeting that he would amend the agenda running order so that as much of the non-site selection specific aspects could be discussed with the Parishioners in attendance. It was confirmed that no Parishioner had a conflict of interest. JG described the Working Group (WG) process and said the aim was to be as transparent as possible, otherwise the Neighbourhood Plan (NP) would not be approved and the unpaid effort made by the WG to get the best result for the community would be wasted. He confirmed that former members of the WG who had an interest in the sites under consideration had not been involved in the site selection process. The site selection process was moving to a conclusion, but certain documentation could not presently enter the public domain for public comment until approved by the Parish Council. The decision to accept or reject the NP would be made by Parishioners in a referendum; a bare majority being required for acceptance. Rick Eveleigh said that he was satisfied with the operation of the WG, but had concerns regarding the timely posting of agendas and minutes to the website, and additionally that public comments being made were not visible. JG explained that elements of recent minutes had to be redacted due to confidentiality regarding site selection and consequently there had been a delay. He undertook to take up with Wycombe District Council (WDC) the matter of public comments.
5.	Progress on the Habitat Regulation Assessment	The HRA had been received from AECOM and circulated by DB to WG members. It was noted that to reinforce the conclusion of no adverse effect on integrity, the HRA had recommended that the policy requirement of Local Plan policy DM16 is reflected in the NP policy. The HRA also recommended, for completeness, that the NP should include a policy that explicitly states 'new development will only be supported if it will not have an adverse effect on the integrity of the Chiltern Beechwoods Special Areas of Conservation or other European sites'. It was agreed that these inclusions be made. Otherwise WG members were content with the HRA. JG undertook to forward the HRA to WDC with a comment that it was being reviewed for typographical and any other errors. RM would carry out this review and then circulate the amended document to WG members.
6.	Response to WDC letter	Certain comments were made regarding JG's response to WDC's Judith Orr's letter to him of 18 January 2019 – WDC or its successors being named in the WG's policies and schools in the plural rather than singular. WDC clarification on the Settlement Boundary Plan would also be sought. WG members were asked to revert to JG with any further comment by 3 March 2019. He would then forward his response to Judith Orr.

7.	WDC Major Modifications Review of RUR6	JG advised the need to review the latest major modifications document on RUR6 and respond to WDC with any comment. WDC's modifications were discussed. The removal of reference to a maximum of 160 homes at 2. b) i was raised, the meeting concluding that this would not impact the 160 required homes under the NP, but rather give WDC flexibility to provide small scale planning application approval or approval regarding development outside the NP i.e. a potential AONB development. JG would confirm to WDC that the WG were content with the modifications to RUR6, subject to his receiving any comment from WG members by 3 March 2019.
8.	NP Policies	TD advised that he had been through WDC's Residential Design Guidance. He had determined that some of the WG's policies were duplications and some were at minor variance to WDC's Residential Design Guidance. Where this is the case he suggested that they were deleted from the WG's policies and WDC's policies adopted. He noted however that some of the WG's policies concerned maintaining the special character of the Parish and he proposed that they be retained, with required adjustments to some. He had inserted comments in red into Judith Orr's letter of 18 January 2019 to JG as they concerned Design Principles which would serve as a response to the comments she had made. TD's comments were approved.
9.	AECOM Sustainability Appraisal Review	JC referred to his email to the WG of 20 February 2019 in which he attached a revised paper setting out discrepancies in the most recent version of AECOM's Review, with suggested resulting amendments. The problem was that AECOM operates principally on the basis of map reading without reference to other relevant local factors. For the Parish these included sewage and surface water issues in Clanking and the planned major increase in traffic along the B4009/A4010 as it becomes the Princes Risborough bypass, and the accompanying required infrastructure improvements. These are particularly pertinent to the Community and Transportation site assessments given the basis adopted by AECOM for their judgements. JC emphasised that the AECOM codings are preliminary. It was up to the WG to consider the potential impact of mitigation, in particular whether an upgrade is appropriate to any of the site codings. JC had suggested coding changes to biodiversity, climate change, landscape and historic environment, land, soil and water, community and transportation. The meeting discussed and commented on these changes and it was agreed, subject to any further WG member comment, that JC should provide a covering note and response to AECOM.
10.	Plan for submission of documents to the March Parish Council Meeting	Given the documentation still to be finalised and a two week notice period advised by Julie Bunker for PC agenda and documentation, the meeting thought it would be unlikely that a sites recommendation could be made to the PC's March meeting. JG advised that he would inform Julie Bunker when the finalised documentation and the WG's sites recommendation can be submitted to the PC. A special meeting of the PC may be required for this.
11.	WG attendees at Parish Council meeting	It was noted that the PC would decide who is invited to attend the PC meeting at which the WG sites selection recommendation is made. The meeting therefore requested JG as Chairman of the WG to ask the PC to invite all members of the WG to that meeting.
12.	Any Other Business	It was agreed that WG members should not comment on planning applications made outside of the NP process. RM was asked to incorporate required wording into the Conflicts of Interest Policy, which would be circulated to WG members for approval.
13.	Date of Next Meeting	To be advised.