

## **Marden Parish Council**

Neighbourhood Development Plan Steering Group Meeting on  
Wednesday 8 October 2014 at 19.30 in Marden Community Centre

### **Notes of the Meeting**

**Present:** Michael Parkes (Chairman), David Bennett, Robin Brook, Arthur Fraser, Sandra Gladwyn and Bill Wright.

**In attendance:** Alison Sutton Parish Clerk; Claire Parker from Kirkwells.

1. **Apologies** – Jon Stannard, John Roberts, Nick Webster.
2. **Consideration of second draft** – The second draft was considered in detail and a number of changes were made. Following a long discussion about where development could take place in relation to the settlement boundary, it was agreed that there were too many possible sites to control development unless sites were allocated. Therefore it was agreed that a Call for Sites process needed to be undertaken.

The form in the HC guidance document will be amended and it was agreed to employ Kirkwells to undertake the scoring of sites against criteria. Notices of the Call to Sites process will need to be placed around the parish, in News and Views and on the website. An explanation of the process and criteria for scoring will also go on the website. It was accepted that this will lead to a delay in the formal consultation process until after Christmas but it was agreed that the process could not be rushed.

3. **Consider options for informal consultation** – Options for the informal consultation were considered. Targets for development – with options of indicative 18% and range of other figures to be agreed. Other options may be about timescale for development. Agreed need extra meeting to write options paper and what going to deliver to houses and also to agree format for Call for Sites information.
4. **Agree timetable and next steps** – Thursday 16 October at 10.00 at 6 Brook Orchard to write options paper and Call to Sites info  
Wednesday 22 October arrange delivery rounds and check 3<sup>rd</sup> draft  
1-21 November SG members deliver and collect options paper and responses  
1-21 November Call for Sites process with application forms being returned to Clerk  
? Cancel meetings on Wednesday 5 and Wednesday 19 November  
Wednesday 3 December consider options responses  
Scoring and report back from Kirkwells by 14 December  
Wednesday 17 December consider Call for Sites report and allocate sites  
? Wednesday 7 January check final draft  
Monday 12 January sign off of final draft by PC  
Event for start of 6 week consultation on final draft – date to be confirmed
5. **Open forum** – No further points were raised.
6. **Date of next meeting** – Thursday 16 October at 10.00 am at 6 Brook Orchard, then Wednesday 22 October 2014 at 7.30 pm in the Community Centre

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