

Village Design Statement Steering Group Minutes

Meeting #3 30 April 2014

Present; Richard Marsh, Sam Gibson, Nick Ellison, Ruth Rolls. Apologies: Mary Worthington

Minutes / Actions / Matters arising:

Coton inclusion: Coton reps not particularly enthusiastic to be included. Technically, Parish boundary is Guilsborough Churchyard wall and along Guilsborough - Teeton Road.

Daventry discussions - agreed guidance given was useful. DDC not adopting any new VDS submissions, only Neighbourhood Plans, but accepting updates to existing VDS.

Internet info/links: Copy of VDS on village website. Links to Joint Core Strategy circulated.

Questionnaire Question Content

After lengthy discussion as to purpose and possible content there was a consensus that-

(a) The main aims of the initial questionnaire are

*to confirm local support for the VDS in general;

*to try to identify pointers to any area of significant change in local opinion since the first VDS that could be investigated in more detail at later stages of consultation;

*to try to gather information to enable a clear interpretation at a local level of more general policies in the NPPF and Local Plan.

(b) General layout of the questionnaire should be:

*One general question to confirm support for the VDS update.

* One question section reflecting each main heading of the updated VDS (ie probably Landscape setting, Settlement pattern and character, Community/Commercial Facilities, Buildings, Highways/Infrastructure and Conservation.

*Each section to have a question gathering "hard" data (ie yes/no, point rating, multiple choice etc) plus an open question to allow respondents to further clarify or give examples, to gain pointers for further investigation/clarification at later stage of consultation.

*In some sections it may be appropriate to summarise the "general" policy statement and invite comment which would provide the local expression of that policy. For example to clarify what was meant by local building styles and materials.

Action: Look at NPPF/ Local Framework and identify any such policy statements that could do with local interpretation, by questionnaire section **NE**

Action: Discuss with MW to try to identify points of planning policy that have proved difficult to interpret during planning determinations and which require further clarification **All**

* Final question should invite volunteers to assist in the project.

(c) Physical Format and Distribution:

* Aim to fit questionnaire to one sheet of paper (2 sides is ok) to avoid page losses

* Probably not allowed to gather personal identity data against views expressed but for due diligence will need a system to verify that responses are genuinely from local residents. May be simple matter of sequentially numbering the forms, mail dropping to local households and checking them off on return to check for duplicate entries etc.

Action RM to organise printing and duplication when questionnaire ready

Other Matters

Format and layout of Revised VDS

The Spratton VDS was one of the last ones (2013) to be adopted by DDC and appears to have been modelled on the Ravensthorpe VDS. Its section headings are identical, bar the insertion of one extra section (Community & Commercial Facilities).

It is however laid out in a way that is much easier to refer to during planning determinations, for example-

* Guidelines against each section are clearly listed and each has a reference number.

* Valued Views more clearly defines, identified and justified.

* Important open spaces more clearly defined.

* Pictures more targeted and linked to text.

All these points fit well with advice given by Tom James of DDC and it was agreed the Spratton VDS would form a good template on which to base our update.

Once the village consultation has been carried out a draft would be produced and shown to ACRE for comment.

Village Context Section- Factual Data Update

* Listed Buildings: There were 37, there still are 37 (NE has downloaded the list).

* Population data: 2011 census data available.

Action: RR to obtain suitable data, if there are household breakdowns, demography, businesses data etc that would be helpful

* Building /Development since last VDS : **MW** may have or be able to get this data?

Photographs

*Ideally gather as many as possible while weather is still fair

*For items such as Important open spaces and Views , ideally do questionnaire, identify them and do the photos so that they are more targeted than in the old VDS

On previous VDS many of the photos were done during the public days.

Next Steps

Circulate reports on actions to group via e-mail as they arise rather than waiting for next meeting

Aim to complete actions and meet again last week in May (*date to be confirmed*)

At that meeting we should aim to complete the questionnaire content so that it can be produced and circulated . Consider return methods (drop box in Post Office?)