**Neighbourhood Plan Committee Meeting**

**Middleton Cheney Primary Academy**

**Tuesday, 17th March 2020 – 7.30 p.m.**

**MINUTES**

Present:

Cllr Kristian Burgess (Acting Chair) (KB)

Cllr Mark Allen (MA) (minutes)

Cllr Sue Jerrams Coughtrey (SJC)

Sally-Ann Dod (SD)

Peter Fernie (PF)

Val Furniss (VF)

Residents and non-residents attending: 9

1. **Apologies for absence**
	1. Stephen Buckley, Roger Charlesworth, Cllr Alan Deary, Cllr Katrina Jones, Caroline Stacey, Nigel Wadlow, Mike Wilks
2. **Chair’s opening remarks (KB)**
	1. In the absence of Cllr Tom Rice, Cllr Kristian Burgess agreed to Chair the meeting.
	2. The group had hoped for more progress at this point but the national situation (the response to the coronavirus pandemic) had delayed matters.
	3. The feedback from Neil the consultant was that getting anything done at this time is difficult.
	4. Two of the task teams have been working since the previous meeting and progress had been made. Two task teams have still to meet.
	5. There are a number of active planning applications for housing development in the village. It is not known how COVID-19 will affect these applications.
3. **Current developer interest (VF)**
	1. Four developers have contacted the Clerk of the Parish Council (VF) requesting meetings with the steering group of the Neighbourhood Plan.
	2. In each case the Clerk has replied with a holding email.
	3. The Barwood planning application has been rejected. The Planning Officer expects the application to return in May or June.
	4. No contact from Catesby since the round-table meetings.
4. **Meetings and social contact**
	1. SD noted that holding opening meetings in April/May now looks to be impossible given the COVID-19 situation.
	2. There was a general discussion on the impact of COVID-19 on the ability to consult and inform local residents, especially in the run up to a referendum on the Neighbourhood Plan.
	3. The group considered the use of videoconferencing software to continue meeting both as a group and as task teams.
	4. The problem of the exclusion of older people and others without the means or skills to access the process digitally was noted.
5. **Development Team**
	1. The Development task team has been meeting weekly and have completed most of their planned work.
6. **Infrastructure Team**
	1. Need to arrange meetings with the two schools and the pre-school to discuss catchment areas, intake and planning for future capacity.
	2. Other areas for which future requirements projections and costings need to be made include:
		1. Allotments
		2. Cemetery
7. **Environment Team**
	1. SJC has the list of requirements for the environment team.
	2. Requirement to obtain mapping information for (among other data categories):
		1. Topography
		2. Water courses
		3. Boundaries
		4. Vegetation
		5. Buildings
		6. Special Landscapes
		7. TPOs
	3. Several people have collections of photographs of the village. These need to be collected together and collated to identify photographs that still need to be obtained.
8. **AOB**
	1. None
9. **Date of next meeting**
	1. Meetings of the Environment and Infrastructure Teams will be arranged using an appropriate technological solution to avoid meeting face to face.
	2. The decision was taken to pause the Tuesday meetings until further notice.