



# Swavesey Neighbourhood Plan Steering Group Meeting

**Notes from Meeting held Monday 3<sup>rd</sup> July 2017, 7.00pm**

**Venue: Business Cloud Integration Ltd, Unit 1, Carisbrooke Court, Buckingham Business Park**

**Present:** Chas Barclay (CB) - Chairman

Parish Cllrs: Doug Hunt (DH), Will Wright (WW)

Residents: Jonathan Adams (JA), Vicki Bidwell (VB), Peter Fuller (PF), Glyn Jones (GJ), Lynsey Newbery (LN), Selwyn Richardson (SR), Sharon Sumner (SS), Michelle Tracey (MT), Peter Wilderspin (PW)

Notes taken by: Linda Miller (Parish Council Clerk)

**2017/06NHP-1 To receive and approve apologies for absence**

Marian Bentley (MB), Martin Johnston(MJ), Malcolm Parker (MP), Sue Rogers (SR), Sandie Smith (SSm), Stuart Websdale (SW)

**2017/06NHP-2 Declarations of Interest None**

**2017/06NHP-3 To approve the notes** from the meeting held on 5<sup>th</sup> June 2017.  
All actions completed.

**2017/06NHP-4 To report from Networking Discussion held on 20/06/17**

VB reported that the meeting had proven very helpful. Attending were members from Cottenham, Waterbeach and Whittlesford NH Plan Groups. Foxton had given apologies but had supplied some written information on their experiences to-date. Cottenham are the furthest ahead of all of the S Cambs Parishes and therefore much time was spent questioning their experiences. Notes had been circulated on the meeting discussion.

**Actions:**

- To contact Mark Deas, NH Plan Support Officer at Cambs ACRE, to visit the next Steering Group Meeting on 7<sup>th</sup> Aug for advice on what the next stages for the process are and on appointing a Consultant to help with the main survey, analysing results. **Clerk**
- To contact David Roberts at SCDC, for further advice on policy writing (after discussion with Cambs ACRE). **Aug Mtg**
- To find out more information on Community Land Trusts. **Clerk**

**2017/06NHP-5 Finance**

- (i) Grant Funding from Locality – defer discussion until after discussion with Cambs ACRE.
- (ii) Plan Budget – no issues to report. Only expenditure so far has been from Parish Council budget allocation to cover admin costs which are as expected.

**2017/06NHP-6 To report from Working Party Meetings**

- (i) **Existing Evidence Working Group.** SR reported on progress from this group and had circulated an updated list of evidence links. Suggestion made that the group look at the City Deal website, as some of the projects proposed within that group will affect Swavesey, including Greenways (cycle/pedestrian routes to/from Cambridge; Rural Transport Hubs – **SR**

- Swavesey is identified as potential for one due to the Guided Busway link and village traffic and congestion levels).
- (ii) **Pre-Consultation Working Group.** VB reported on Pre-consultation survey questions and feedback was given on rewording some of the questions and options and clarification of the types of housing options within Q6. VB to redraft and circulate via email as survey is required for Compass Café consultation on 27<sup>th</sup> July. **VB**
- Survey to be circulated to approx. 10% of the adult population of Swavesey (based on the 2011 census data) and to be open for responses until end Sept Responses can be via email to the Clerk or on paper posted into the box by the front door of the Memorial Hall.
- SR offered to circulate to Allotment plot holders, as this is a wide range of residents and would collect responses to forward on to LM. **SR**
- 2017/06NHP-7 Compass Café consultation**  
Confirmed for Thurs 27<sup>th</sup> July (Festival and Mother & Baby Clinic) so a range of attendees. 10.30am to 12noon – set up at 10am VB, SR, DH & LM
- 2017/06NHP-8 Actions:**
- (i) **Communication Strategy**  
SW had sent apologies for missing the last Meridian Magazine deadline, now has dates for the next few issues. VB offered to liaise with SW for future copy dates to help ensure articles were submitted. **VB**
- (ii) **Project Plan and Gantt Chart**  
Covered within previous agenda item discussions
- (iii) **Future Consultation Events**
- **WI** – LM to ask if members could attend the Sept meeting. **LM**
- 2017/06NHP-9 Items for next meeting**  
As above, to invite Mark Deas of Cambs ACRE to the meeting
- 2017/06NHP-10 Next meeting:** Monday 7<sup>th</sup> August 2017, 7pm, Memorial Hall, High Street  
**NOTE CHANGE OF VENUE FOR AUGUST**
- Apologies given by Peter Fuller, Sharon Sumner
- Meeting closed at 8.40pm

**APPROVED AS A CORRECT RECORD AT MEETING HELD ON 7<sup>th</sup> August 2017 & SIGNED BY THE CHAIRMAN**