

WALTON NEIGHBOURHOOD PLAN WORKING PARTY

Chair: Stuart Copeland : (e) stuart.copeland@stonac.co.uk

Minutes of a meeting on 11th November 2015 in Room 2, MK Snap, Bourton Low, Walnut Tree, MK7 7DE.

Present:	Stuart Copeland (Chair)	SC
	Philip Chambers	PC
	Terry Reynolds	TR
	Lisa Emmanuel (Scribe)	LE

Apologies:	Mario Toto	MT
	Douglas Pearson	DP
	John Reed	JR

1. Welcome & Introductions

SC welcomed all to the meeting.

2. Apologies:

John Reed, Mario Toto, Douglas Pearson

3. Declarations of Interest:

None

4. Minutes of previous meeting

Minutes of the previous meeting held on 14th October 2015 were accepted as a true and accurate record.

5. Actions from last meeting:

Those with deadlines met and completed. See attached Action List for actions carried forward agreed as ongoing.

6. Review of Landowner Consultation

SC summarized discussions and the following sites agreed to be noted in draft plan:

Parks Trust

- Paddocks to remain protected
- Promontary at Caldecotte Lake to be supported as location for community facility
- Potential site for infill on Walnut Tree (as per survey)
- Land adjacent Bow Brickhill station supported for potential cycle track/leisure use

H.P.

- NPWG support housing development

HCA

- Site to be master planned as part of the "Wavendon triangle"
- Register need for local centre as part of holistic plan and contribution towards
- Response to Site Allocations consultation to reflect NPWG and WCC views

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Meetings are arranged with MKCF on 17th November and MKDP 25th November. In preparation for the meeting with MKCF the group reviewed the listed sites in the area and agreed the following:

- Walnut Tree 10 - protect and remain for community use
- Walnut Tree 7 – Would support for housing
- Wavendon Gate 1 – Would support for housing
- Wavendon gate 2 – Protect for community use only
- Wavendon Gate 4 – Grid road corridor
- Walnut Tree 6 - Community use and specifically would support childcare facility

TR also reminded the group of “Community Right to Bid” and the opportunity to register any sites as an asset of community value. In the Right to Bid, if a Property (building or land) is listed as an asset of community value, then if the owner wishes to sell the asset or grant a lease for 25 years or more, a six-week or (if a community interest group expresses an interest within six weeks) a six-month moratorium period will be triggered during which the Property cannot be sold or so let other than to a Community Interest Group. This period will give the third-party group time to develop a proposal and raise the required capital to bid for the property when it comes onto the open market at the end of the moratorium period.

Consideration should be given in the NP to register any additional assets.

MKDP – Walton Manor

LE reminded the group that the amended Walton Manor brief – as circulated – is likely to be approved on 24th November.

7. Review of evidence gathering surveys

Only one survey remains to be carried out on half of Walnut Tree. All other surveys have been completed and reports compiled – with Caldecotte yet to be circulated.

PC agreed to carry out the final survey with either LS or LE.

All areas highlighted within the surveys should be added to the draft policy document – with all maintenance related issues compiled as an appendices as part of the Action Plan. All sites added to the draft will then be circulated to the full review group – MPWG plus all WCC councilors – who can the comment on inclusion or otherwise.

8. Review of draft policies

It was agreed that LE would meet with MH as soon as possible to review the draft policy document and agree format for including all additional sites. In addition maps for each site to be included. Following this the document will be forwarded to SC to set up a version control process prior to circulation to review group.

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9. Update on introductory chapters

No further progress has been made and LE expressed concern with regard resource to complete necessary documentation in order to prepare for pre-submission consultation in early 2016.

TR requested a forecast of additional resource requirement be prepared in time for the next Projects Committee on 24th November.

TR also proposed and it was agreed that a chapter on the basis of SWOT type analysis be included in the plan.

10. Update on timeline

As outlined above it was agreed that LE would meet with MH and review the position before confirming the timeline.

11. Budget update

A forecast for next year has been reviewed with LS, Parish Manager, however it was agreed to review resource requirements at this time and include potential for additional external support.

12. Date of next meeting

9th December 2015, Room 2 MKSNAP

There being no further business to discuss, the meeting closed at 21.15pm

ACTION	RESPONSIBILITY	DUE
Walnut Tree open space survey to be carried out 19 th /20 th November	PC + LS or LE	20/11/15
Send draft policies and information pack to surrounding Parish Clerks, with caveat not for public view at this stage	LE/SC	Dec. mtg
Produce flyer with progress report and circulate to businesses via email/letter accordingly	SC/LE	Dec. mtg

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Update website and Facebook and progress Linked In circulation	DP/TR	Ongoing
Arrange update meeting with HP once draft NP finalised	LE/SC	Jan. 2016
Arrange meeting with Sailing Club and Rowing Club	LE	Dec. mtg
Ensure all locations identified from surveys are transferred onto corresponding maps	LE	End
Add all WCC councilors to list for reviewing draft policy wording and circulate regular updates	LE	Ongoing
Arrange meeting with Mark Harris to review timeline and agree process for drafting all documents	LE	Immediate
Create version control process for draft policy document	SC	Immediate
Compile list of maintenance issues as appendix to draft policies	LE	Dec. mtg
Insert SWOT or similar as chapter into plan	LE/MH	Jan. 2016
Forecast additional resource requirements to ensure timeline kept on track	LE	Immediate

Accepted as a true and accurate record

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CHAIR

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DATE