

**Minutes of meeting of the Neighbourhood Planning Steering Group  
held on Tuesday 11 March 2014 at 7:00 pm  
in the Olney Centre**

**Present:** Joe Stacey, John Sharp, Ann Walker, Chris Shaw, Helen Fudge, Helené Newbold and Colin Kempson

**In attendance:** Liam Costello (Town Clerk)

**1. Apologies**

Apologies were received from Cllrs Colin Rodden and Tony Evans

**2. To approve the minutes of the previous meeting held on 04 February 2014**

**RESOLVED:** The minutes of the meeting held on 04 February 2014 were agreed subject to the addition of Colin Kempson to those present

**3. Matters arising**

- Website up and running with link from OTC site.
- Action plan to be circulated

**4. Comments on draft scope**

- Traffic and access to include pedestrian
- Plan to extend to 2031
- Health facilities should reflect the ageing population of Olney
- Education should include adult education.

**5. Establish status of detailed scope and set dates for completion**

Town Centre - Paper received from CK

Open Spaces - being progressed by CS.

**CS**

Education – letters gone out to schools

Traffic –List of items prepared. Take up removal of HGV traffic with Mark Harris.

**LC/JSt**

Employment – being progressed by HF

**HF**

Health – Draft letter prepared for sending out

**LC**

- 6. Establish current status of list of consultees**
- List of community consultees still being compiled
- 7. Decide the method of consultation with each category of consultee and set target dates**
- Write to organisational consultees explaining why we are preparing a NP. Explain number of houses Olney expected to deliver. Consider open day for consultees. Organise an open day. **LC / JSt**
- 8. Discuss possible meeting with Bidwells (Purpose of meeting, precautions)**
- RESOLVED:**
- That a meeting be arranged to hear what Bidwells are proposing. Joe Stacey, Colin Shaw, Helen Fudge and Liam Costello to attend. **LC**
  - Obtain A0 maps from MKC **LC**
- 9. Circulation of detailed scope to general population (method, format)**
- Use all forms of circulation
- Website, Notice boards, Phonebox, Facebook, Sports Clubs, School book bags, Co-op and Tesco. **All**
- 10. Preliminary ideas on format of drop-in meeting**
- Information on different themes laid out on tables for informal discussions.
- 11. Agree sequence and preliminary programme for actions covered in 7, 8, 9 &10**
- Prepare detailed scope. Efforts to be made to circulate documents by the end of the month **ALL**
  - Send to consultees **LC**
  - Arrange a meeting **LC**
  - Review comments and revise if needed **ALL**
  - Circulate to public
  - Index to be produced by JSt **JSt**

**12. Comments on the MKC paper on housing**

Members were still a little unclear about the exact numbers of housing for Olney. Paper to be revisited.

The group agreed that the plan should aim to cover the period to 2031

**ALL**

Housing needs assessment needed as evidence for number / type / mix of housing.

Good design essential which should reflect the local character.

**13. Any other business.**

Area Designation. Consultation period closed. Two responses, neither objected. MKC to recommend designation of area as submitted.

Site visits. Useful for members to visit sites over the coming months.

**ALL**