

**Minutes of meeting of the Neighbourhood Planning Steering Group  
held on Tuesday 08 April 2014 at 7:00 pm  
in the Olney Centre**

**Present:** Joe Stacey, John Sharp, Tony Evans, Jeremy Rawlings, Ann Walker, Chris Shaw, Helen Fudge and Colin Kempson

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

**1. Apologies**

Apologies were received from Helené Newbold and Colin Rodden

**2. To approve the minutes of the previous meeting held on 11 March 2014**

**RESOLVED:** The minutes of the meeting held on 11 March 2014 were agreed

**3. Matters arising**

Still some uncertainty about the precise housing numbers for Olney.

**4. To agree work programme and adopt**

The group discussed the draft scope of the plan. Questionnaire to be sent to all houses with Freepost Address for reply. Also use platforms such as Survey Monkey etc. Date of consultation subject to change

**5. Status of detailed scope – fix firm dates for each category**

Colin Kempson has prepared a paper on Town Centre. Meeting to be arranged to discuss traffic and town centre before the end of month **JSt, CK, AW**

Open Spaces – define different uses of areas. Paper on Open Spaces to be turned into questionnaire. **CS**

Health - Chase Cobbs Garden for response to letter. **LC**

Traffic, pedestrian access and the town centre to be include in one questionnaire.

Employment - Discussion on paper prepared by HF. Meeting to be arranged with Chamber of Trade. **HF**

**6. Report on meeting with Bidwells and agree any follow up actions**

Chairman reported on the meeting with Bidwells who are acting on behalf of the Page Family Trust who are looking to get a site allocated in the emerging plan.

Opportunity to be offered to all landowners, who have expressed an interest in developing their land, to meet with the steering group.

Discussion about whether we should produce our own housing needs assessment. Needs to find out if it can be done, and if so, how much will it cost. Advice to be sought from MKC.

**7. Response from MKC on:**

**a. Drawings**

Drawings not yet received from Milton Keynes. Concern expressed about the lack of response from MKC

**b. Traffic in local plan**

Status of policy in the local plan discussed, in particular the policy related to removing HGV traffic from Olney. Clarity on this policy needs to be obtained from MKC.

**8. Meetings with organisation consultees.**

Contact list for organisational consultees still being gathered. MKC asked for access to their contact list.

**9. Discuss draft index and two part document, amend and agree**

Chairman has produced a draft Index which will be developed as the plan progresses.

**10. Use of consultants**

Discussion about using consultants. Questionnaire should aim to be completed by end of May. Finalised by mid-June for inclusion in July Phonebox magazine

**11. Any other business**

None

**12. Date and time of next meeting**

**RESOLVED:** Thursday 01 May 2014 at 7:00pm