

**Minutes of meeting of the Neighbourhood Planning Steering Group  
held on Tuesday 07 October 2014 at 7:00 pm  
in the Olney Centre**

**Present:** Joe Stacey, Deirdre Bethune, John Sharp, Colin Rodden, Chris Shaw, Ann Walker and Helen Fudge.

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

**1. Apologies**

Apologies were received from Tony Evans, Colin Kempson, Heléna Newbold and Jeremy Rawlings

**2. To approve the minutes of the previous meeting held on 02 September 2014**

**RESOLVED:** the minutes of the meeting on 02 September 2014 were agreed

**3. Matters arising**

None

**4. Questionnaire: to approve**

Subject to minor amendments to some words, the questionnaire was agreed for publication.

LC

**5. Date of Drop in Sessions**

JS asked if the dates of the drop-in sessions could be moved as it clashed with his pre-arranged holiday, and he felt that he should be there.

**RESOLVED:** That the dates of the drop-in sessions be altered to:

- Saturday 8th November – 10.00am to 4.00pm; and
- Thursday 20th November – 4.00pm to 8.00pm

**6. Finalising, printing, distribution. On-line facility**

As previously agreed, printing and distribution to be done by Phonebox. DB and LC to meet with Phonebox to discuss online facility and use of Survey Monkey

DB & LC

**7. Report on meeting with representative of site B – Warrington Road**

The chairman reported on the meeting with the agents for the owners of Site B. They were giving consideration to a mixed use development, comprising residential, commercial and care home.

Members requested a summary document setting out the initial thinking of all the landowners / agents be produced

LC

**8. Report on meeting with Milton Keynes L.E.A.**

The chairman reported on a meeting with Simon Simms, MKC, who is responsible for school place planning. He shared his information on local demand for places over the next 6 years. He is forecasting that there is sufficient capacity to meet local demand for the foreseeable future, although in 2019 there will be a shortage of place at the Olney Campus of Ousedale School, meaning that some local pupils will have to attend the Newport Pagnell campus.

There is forecast to be a shortfall in places for early year's education, partly driven by the extension of government funding in this area creating more demand for places.

He agreed to provide a note setting out his forecasts and to share some of the data with the NP group.

**9. Report on meetings with local schools**

**RESOLVED:** Deferred until the next meeting

**10. Housing needs analysis**

Quotations have been obtained from Opinion Research, Community Impact Bucks, and a further quote is due in from Chris Broughton Associates.

**RESOLVED:** HF and LC be given delegated authority to consider and select the best proposal

HF & LC

**11. Analysis of results, paper and on-line**

**RESOLVED:** HF, DB and LC to meet the following week to discuss how to process the responses.

**12. Template/index for compiling plan**

**RESOLVED:** JSt to email document around to the group for comment.

JSt

**13. Any other business**

- Chairman is to attend the Weston Underwood Parish Council the following week. It was agreed that he would not share the draft questionnaire with them at this stage before it had been seen by local residents.