

**Minutes of meeting of the Neighbourhood Planning Steering Group
held on Tuesday 17 March 2015 at 7:00 pm
in the Olney Centre**

Present: Joe Stacey, Jeremy Rawlings, John Sharp, Colin Kempson, Ann Walker, Rob Bolton, Chris Tennant

In attendance: Liam Costello (Town Clerk)

1. Apologies

Apologies were received from Deirdre Bethune, Tony Evans, Helené Newbold, Chris Shaw, Colin Rodden

2. To approve the minutes of the previous meeting held on 24 February 2015

RESOLVED: the minutes of the meeting on 24 February 2015 were agreed

3. Matters arising

- The audit of a sample of responses is still to be completed.
- The S106 / CIL paper circulated prepared by Chris Tennant has been circulated
- JSt prepared a paper on the key points from the MKC Social Infrastructure SPD, adopted in 2005. The key point highlighted in the SPD was the requirement for a relocated GP surgery to accommodate any growth in Olney, due to the site constraints of the existing surgery.

4. Status of housing needs analysis

The Housing Needs Survey has just been received late that day and will be circulated by email and discussed at the next meeting.

LC

5. Analysis of questionnaire comments– use Survey Monkey

JSt has made a start on categorising some of the comments using the facility on SurveyMonkey. It was a big task that was considered best completed by a consultant.

6. Contacts with business owners

HF put together a paper. MKC have carried out a study on employment needs, which sets out the requirements for employment land over the plan period. We need to understand local need, and allocate additional employment land if needed.

Suggestions included using the OU business department, or MKC economic development dept.

**JSt, HF,
DB**

7. Consultants and funding

Discussion about the use of consultants. Meeting arranged with David Lock Associates next week, and discussions with James Wilson Associates who is involved in the Earls Barton plan.

LC, JSt

8. Plan framework and production strategy

Discussion about the template produced by CT.

JSt and CT to meet and discuss. CT said that the draft was produced to ensure that we have all the key topics covered.

Main plan needs to contain policies and evidence used to base decisions on, with supplementary document containing all background information.

JSt, CT

9. Education

Report of discussion with Simon Simms, who is the lead officer for school place planning.

Ousedale believed to have sufficient space on site to expand.

Discussion about the different schools and their ability to expand to meet local demand, and alternative ways of meeting demand.

Need to arrange meetings with all schools to discuss growth, and consideration of need to allocate additional land for education.

JR, LC

Is any land required, and if so, where shall safeguarded sites be located.

10. Health

Health was discussed in Matters arising. There will be a need for additional space for GP facilities. Meetings being arranged with Cobbs Garden and MK CCG to discuss need.

Discussion about possible sites for relocated surgery.

Is any land required, and if so, where shall safeguarded sites be located.

11. Any Other Business

- Next meeting to be held on Tuesday 28th April
- CK raised concerns about how we interpret the statistical evidence from the questionnaire.

He felt that we should provide feedback to the community, if only to explain that the report on the consultation would be later than expected.

- CT suggested that we produce a programme plan.

JSt, LC

