

Martock Neighbourhood Plan

Minutes of Steering group meeting Monday 19 June 2017

In attendance: Andrew Clegg, Neil Bloomfield (Chair), Tina Randall, Kathryn Pearce, Fergus Dowding, Paul Harding and Paul Weston. Patrick Palmer sent apologies.

53. Minutes of previous meeting and matters arising

- 53.1. The minutes of last month's meeting were considered, no comments were made.
- 53.2. Status of agreed actions from Action List

45.1/17	Members' interests register not obligatory but to be completed.
49/17	Put project plan on website and send copy to SSDC still to be done.
29/17	Village Design Statement to be made into document is ongoing. PH is reviewing. Make into separate document after Aims and Objectives done, before N/H plan submitted
23.3/17	Approach Louise Treacher re grants available: contact made, review in September 2017.
21.3/17	What grants applied for and what spent? Ongoing
13/17	Terms of Reference drafts circulated. All to read and comment.
15.1/17	Examine conservation area by ad hoc committee. Ongoing
1.6/17	Evidence database still in progress
8.2.4/17	Housing need info from estate agents is in hand: one more reply awaited

- 54. A register of members' interests is required to comply with the terms of reference, although not legally necessary. Those members who are parish Councillors had already done this, but Andrew Clegg and Fergus Dowding need to complete a members' interests form if relevant. AC will email blank form to FD.
- 55. Terms of reference for the flooding sub-group and the natural environment sub-group were circulated. All members need to review and send comments to all by email.
- 56. A report from the flooding and drainage sub-group by dated 16/6/17 was circulated. This group is continuing to collect local information about past flooding, amongst other things. The Farmers Market on 10 June focussed on this issue and useful information was gathered.
 - 56.1. The Cartgate nature zone needs maintaining and it was suggested that the Parish Council take over minor management of this with Highways England remaining responsible for major work.
 - 56.2. The need for a mechanism for the Parish Council to take control of natural areas, including LEAPs (Locally Equipped Areas for Play) was discussed.
 - 56.3. Minutes of meetings held are to be posted on N/H plan website.
 - 56.4. The report was accepted.
- 57. A report from the natural environment sub-group by dated 16/6/17 was circulated. The recent survey question on footpaths agreed with the information gathered at the Farmers Market. No minutes have been prepared as no formal meetings have been held, only field work. No questions were raised and the report was accepted.
- 58. FD had prepared a report on the current conservation areas of Martock and Coat, with suggestions for extension and deletion. Maps were circulated. This topic will be discussed at the next Farmers Market and this topic is ongoing.
- 59. Paul Weston has drafted a 47 page document containing the evidence reports.

- 59.1. The Built Environment report is the only one not done; PW will take this on at no extra cost, so FD will hand over to PW.
- 59.2. The Traffic report is still awaiting evidence. Software is needed to convert the raw data from the SID and the Parish Clerk is looking into this.
- 59.3. The first draft should be available by 30 June 2017.
- 60. The community survey results are now available. Jackie Swabey should be contacted to check whether we can use this data. Action AC
- 61. Appeal against the Triways planning application. The correspondence submitted to SSDC so far is not on their website. NB to chase up
- 62. Any other business.
 - 62.1. The deadline for the next Leveller magazine is 23 July 2017 – need to advertise Aims and Objectives workshop on Saturday 16 September 2017 09.30 – 12.30. Need to contact editor to hold space in the magazine. FD/AC
 - 62.2. Aim for public consultation at October Farmers Market and an invitation for this also needs to go in the Leveller.
- 63. Next Meeting Monday 24 July 2017 at 5.30 pm.