#  Sturminster Marshall Neighbourhood Plan

## 7.30pm Tuesday, 22nd September 2020

## Zoom Meeting

### Steering Group Minutes

Present: Mr J Quick, Cllr S Cade, Cllr H Palmer, Cllr M Steel; Cllr Fookes, Cllr Gerry, Mr S Morris and Mr R Daniels

Also present: Mrs A Clothier (Clerk)

## 1. Apologies

1.1 Ms J Scotton and Cllr J Jackson gave their apologies.

## 2. Declaration of Interests

2.1 No changes. Mr Morris has declared an interest in the land at ‘Dorset Springs’ which was discussed under the Call for Sites.

## 3. Minutes of previous meeting

3.1 The minutes of the previous meeting on 1st September 2020 were circulated prior to the meeting. These were agreed.

3.2 Matters arising:

*Action 1a: Clerk to write to major employment landowners in the Parish* ***Ongoing – only two landowners have responded but they will be contacted again once the survey is ready.***

*Action 1b: Cllr Gerry to split up answers and write instructions on how to use filters.* ***Complete.***

 *Action 2: Cllr Gerry to post a notice on social media regarding response rate.* ***Complete.***

*Action 3: Mr Quick to produce flyer.* ***Ongoing***

*Action 4: Clerk to produce community groups questions.* ***Complete.***

*Action 5: Clerk to apply for Site Assessment funding* ***Ongoing***

##  4 Household Questionnaire – Collation of responses and outputs

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 4.1 Cllr Gerry has sent out the survey results split into the individual groups. The groups are now working on the analysis. Within all the groups there were issues with interpreting what people meant with their answers. The groups needed a further two weeks to complete the work.

 **Action 1: Groups to complete survey analysis**

4.2 Once the analysis is complete something will be put in the Bridge and Red Cross. Open events will not be possible with the Covid restrictions. Cllr Fookes offered to be a local volunteer for the Jubilee Cross area. It was concluded that the analysis is a summary and should look at the data and flag up any different results for different locations. All information is to go out electronically.

## 5. Business Survey

5.1 Mr Quick will tidy up the survey and produce the flyer. Once the survey is entered into Survey Monkey then the major landlords will be contacted and the flyers distributed. Cllr Fookes to enquire about businesses at Jubilee Cross. Cllr Seare would be asked about businesses at Almer. Businesses would be given 3 weeks to respond.

 **Action 3: Mr Quick to produce survey and flyer. Clerk to contact business landlords.**

## 6. Community Groups Survey.

6.1 The Clerk circulated a draft questionnaire before the meeting. Everyone was asked to look at the questionnaire and direct any comments back to the Clerk. A list of regular hirers for the hall has been obtained so it was suggested that these are all emailed with the survey (on Survey Monkey). The school and preschool would also need to be consulted.

 **Action 4: Community questionnaire to be circulated.**

## 7. Call for Sites.

7.1 The Dorset Council Call has been published and the results were circulated to the group before the meeting. 13 sites were submitted within the Parish. It was concluded that the Call for Sites would go ahead in order to capture those sites below 10 dwellings. This would be advertised on the website, in the Parish Magazines, on the noticeboards and by poster/letter in Jubilee Cross (as this is not covered by the Parish Magazine. For clarity a note would be put into the Bridge to say that the residents of Jubilee Cross would be contacted individually.

7.2 It was concluded that the letter would be based on the Dorset Call for Sites letter but would also ask for landowners would be prepared to contribute to renewable energy/community facilities/affordable housing/flood risk management/water supply management.

7.3 A query was made on whether the group can disagree with the results of the Dorset SHLAA. It was concluded that on occasions the Local Authority can leave the Neighbourhood Plan to decide where development goes, however, if this is not the case, then development within the Greenbelt is a strategic decision and would need the support of the Local Authority. These sites can be explored with AE Comm to obtain a second opinion.

7.4 The Clerk had almost completed the funding form for the site assessment funding and with the estimation that around 20-30 sites would need assessment, this would now be submitted.

## 8. Housing Needs Assessment

8.1 Housing Needs Assessment - AECOM report due shortly

8.2 Other evidence base studies were discussed but it was concluded that these were the only ones that the group needed at present.

8.3 Design guides would be something to apply for in the future but this will be once the sites have been selected. There was a detailed discussion on environmentally responsible technologies and whether these can be included within the plan. This was possible but would need to align with national guidance and have a willing landowner/developer on board.

## 10 Date of next meeting

 Thursday, 8th October 2020 at 7.30pm

 The meeting ended at 9.00pm