



SOUTH NEWNHAM NEIGHBOURHOOD FORUM

NOTES OF MEETING

REF: SNNF-COM-MOM-21-05

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DATE: 13 September 2021

REV: 1

DATE & TIME OF MEETING: -	19 th July 2021, 5.00 p.m.	
WRITTEN BY: -	R. Smith	
PURPOSE OF MEETING:	Committee Meeting – The Forum & Neighbourhood Plan	
LOCATION	11 Owlstone Road	
ATTENDEES: -		
Committee: - Jean Glasberg, Hugh Clough, Roger Smith (RAS), Roger Sewell (RFS), Jean Bevan		
Apologies: - Andrew Whittaker		
ITEM	AGENDA	ACTION
1.0	Previous Minutes - No comments received	
2.0	Discussion: - a) Since the last meeting, Fiona Crawford had resigned from the Committee due to pressure from a planning applicant. b) Jean Glasberg briefed the Committee on concerns that Markus Gehring had recently raised with Andrew, about the Forum's planning responses and progress on the Neighbourhood Plan. Andrew had explained that due to resignations within the Committee and the lack of volunteers there was some uncertainty how the Forum could continue its current work. c) Markus had indicated that Councillors believe the Forum do a lot of good work and will continue to support it. d) The subject of how the Forum deals with Planning applications and the progress on the Neighbourhood Plan was to be the agenda for a meeting with Councillors that has been targeted for some time between the 16 th and 20 th of August. e) The committee discussed their work to date and how much work had been put into the Evidence Base, Neighbourhood Plan and other documents like Street Appraisals. They would not like this work to be wasted and the Committee agreed that they would like to continue.	

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	<p>f) HC pointed out that, according to the Constitution, the 5-year term for a review of the Forum will be up in January of next year.</p> <p>g) RAS highlighted some of his concerns as follows: -</p> <ol style="list-style-type: none"> 1. it was difficult to know how to respond to incoming emails when there was little or no comments from members – it is important for all committee to respond to queries and planning consultations. 2. Planning applications are discussed by the Forum, then the response is mainly drafted by three committee members before being circulated to the rest of the Committee for approval before being sent off by RAS. 3. The Forum has not responded to adverse and unjust postings on the Planning Portal criticising the Forum. These postings on the planning portal had not been checked by the Case officers when it would have been easy to check with the Forum before posting. 4. The lack of volunteers to join and who could contribute to the Committee. 5. What happens when the NP is completed and whether we still needed to comment on Planning applications? 6. Whether to always forward planning and condition lists to all Forum Members regardless of content. 	
	<p>h) Items 1 - members to try an improve response times.</p>	Committee
	<p>i) Item 2 - JB said she would have a look at some of the applications to see if she could help with responses.</p>	
	<p>j) Item 4 – it was agreed the Forum should write a brief response to Case Officers, for 3 West View.</p>	RAS/JB
	<p>k) Items 6 - it was agreed that planning lists should be circulated to all Forum members for comment and Forum planning responses should also be circulated.</p>	RAS
	<p>l) Having agreed that the Forum should continue there was some discussion as to what the next priorities the Forum should concentrate on.</p>	
	<p>m) JG felt the emphasis should be on the connectivity as much of this work had been done by JB and so should be easy to finalise to ensure alleyways and footpaths are protected. There is a deadline of 2026 to register them, and we need to find the process for doing this.</p>	
	<p>n) RAS was concerned that we should also progress the Neighbourhood Plan and the consultation documents as far as practical before the meeting with the Councillors.</p>	
	<p>o) RFS asked if there were any legal requirements to produce a Neighbourhood Plan and it was confirmed by JB that there was no legal requirement to do so.</p>	

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	<p>p) RAS reported that he was still awaiting a response from Markus regarding the meeting with Councillors and will write to him again to confirm, date, time, and place.</p> <p>q) JB believed that much of the additional consultation evidence would be found amongst the files Lynn left with her. JG to give these to JB so that she, RAS and HC would see how they could be used.</p> <p>r) RAS to have another look at the NP when he returns from holiday to see how we can progress some of the comments</p>	<p style="text-align: center;">RAS</p> <p style="text-align: center;">JB/HC/RAS</p> <p style="text-align: center;">RAS</p>
3.0	Next Meeting – To be confirmed but assume sometime during the first week of August	Committee
4.0	Distribution - Committee members only	RAS