**Stoke Ferry NP Working Group Sub Meeting**

**MEETING Minutes Tuesday, 28th September2020**

**Start time:** 7:30pm

**Venue:** Via Zoom

**Members Present**: Andy Hayward (Chair), Sue Lintern, Trudy Mann (joined at 19:50), Bette Hopkins, Rachael Leggett, Andrea Long, Carol Lee, Jim McNeil, Sandra McNeil (joined at 20:00), Anne Corrigan (note taker)

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| **Item** | **Action** | **Deadline** |
| 1. **Apologies**    1. None |  |  |
| 1. **Agree previous meeting notes as a true record and sign-off.**   2.1. 5 agreed and 3 abstained  Signed off by the Chair |  |  |
| **3. Grants and Funding**  3.1. **Groundworks/Locality Grant**  AH had established that Stoke Ferry was not eligible for the additional Deprivation Grant.  3.2. **Housing Needs Analysis (HNA)**  AH updated the meeting:   * AECOM had commenced the work and had a target date of 3 months to completion – end October * AH expected a draft report would be ready mid-October for review by NPWG * The report would cover the NP dates of 2021-2041 * Further clarification was needed on what type of ‘affordable’ housing would be included in the HNA. AH agreed to discuss with AECOM   3.3 **Design Codes**  AH was awaiting a return call from AECOM re: commencing this piece of work. AH explained that it would be necessary to reapply for the grant and RL agreed to assist by emailing a shortcut link to the Locality website. | AH      RL/AH |  |
| **4. Project Plans – current position and Update**  4.1**. Character Appraisals.** (6 zones)  BH reported that it was nearly completed with only the smaller arable areas including the Common/river to complete.  NPWG thanked BH and wished to put on record their appreciation and acknowledge the enormous effort and diligence that BH had put into documenting the 550+ houses within the parish.  4.2**. Consultation.**  83 responses had been received from the household mail-drop and online survey. RL had analysed the responses and shared this with the group along with emerging themes.  JMcN had completed the telephone interviews with the community groups.  JMcN to update the website/SF Facebook page thanking people and updating them on next steps.  4.3**. NPWG 2nd Workshop.**  To be held on Saturday 17th October, 9:30 – 12:30 online via Zoom.  AL outlined the main themes of the workshop, agenda and expected outcomes.  AL to issue Zoom invite to the group.  **4.4. 2nd Public Consultation.**  RL outlined that a second consultation event should take place in late November to consult on the draft policies, either as a public event (preferable) or an online event, depending on the pandemic. | JMcN  AL |  |
| **5. AOB**  5.1 None |  |  |
| **6. Next Meeting**  6.1. To be determined after workshop on the 17th October. |  |  |
| Meeting ended at 9:30pm. |  |  |

These notes have been agreed as a true record of proceedings:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**: \_\_\_\_\_\_\_\_\_