

**MINUTES of a Meeting of the Neighbourhood Plan (NP) Committee of
North Leigh Parish Council (NLPC) held on
Monday 3rd March 2025 at 6:00 pm in the Turner Hall**

Committee Members Present:

Paul Evans - PE
Steve Legg (Secretary) – SL
David Painter - DP
Kevin Swann (Vice Chair / PC Rep) – KS
Judith Wardle – JW
Adrian Watts - AW

Others in Attendance

None

NP223. Apologies for absence

Martin Bowsher – MB – sends his apologies and has said he wishes to resign from the committee.

David Harris - DH
Suzanne Millar – SM
Malcolm Shead (PC Rep) - MS
Sherard Veasey (Chair) – SV

NP224. Declarations of Interest

None.

NP225. Public Forum

No members of the public were present.

NP226. To Consider Actions of Last Meeting

The minutes of the meeting of 27th January recorded the following actions:

NP219 – SL – to arrange for an invoice for Turner Hall bookings up to the 31st March - Done.

NP220 – various – to provide amendments to the “Character Assessment” and for the “Local Themes/Issues, challenges & opportunities” sections – Done.

NP227. To Consider Finance & Locality Grant 2024/25 – invoices paid and grant status

Noted that the CFO invoice for £7,700 to produce the Design Code has been paid in advance of the work being done in order to be able to reclaim this from Locality within the current grant period.

NP228. To Consider the involvement of the Neighbourhood Plan Committee in the Annual Parish Meeting on 15th April at 7 pm

KS to inform the Parish Clerk that the NP Committee will attend this meeting.

ACTION: KS

NP229. To Consider the Character Assessment (CA) appendix, the “Local Issues, challenges and opportunities” and the “Vision & Objectives” sections of the NP Document vFebruary2025

The “Character Assessment” is an appendix within the NP document, while the “Local Issues & challenges” and the “Vision & Objectives” are sections within the main NP document.

The Committee has been working on these and their work has been incorporated by CFO into the NP draft vFebruary2025 which had been circulated to the Committee.

It was noted that although the documents were distributed to the committee via Google Docs, it is not intended to edit them there. CFO have control of the master versions of all documents. Corrections noted by the committee are emailed to CFO and applied to the master documents by CFO.

CFO has asked us to confirm we are in agreement to progressing to policy development based on those presented at the November public meeting. The committee agreed that these draft policies are the ones that CFO should develop in the NP

ACTION: CFO

The committee reviewed this content and made the following comments.

- Population – AW has researched the various population estimates for the parish. The committee concluded that the NP document should use the estimate “about 2,500” throughout, wherever it currently refers to an estimate of the population. Adrian will send a note concerning this to CFO.
ACTION: AW, CFO
- CA – Some grammatical issues and textual inconsistencies remain.
 - Wording in red was added recently by SV and the committee agreed to accept it – CFO are requested to change it to the default text colour/style.
ACTION: CFO
 - Map on page 4 – SL to tag areas with A-F
ACTION: SL
 - Contents – page 2 – AREA E missing – CFO to correct
ACTION: CFO
 - Page 44 – “Wider Parish” -> “wider parish”. Through the document, “Parish” should not be capitalised.
ACTION: CFO
 - Page 5, para 4 – remove the struck through word “of”. Also page 16 – remove struck through “lane” before the word “Road”.
ACTION: CFO
 - Page 7 “narrow shares” – possibly should be “narrow strips”
ACTION: SV
 - Page 12 – TM has requested the area to be hatched – but it is! TM to clarify request.
ACTION: CFO
- NP
 - The committee would like to see the next draft NP document having no further references to Bletchington & Hampton Poyle. Could CFO please confirm who will supply the replacement text for these sections?
ACTION: CFO
 - P13 – PROW/pavements – the wording appears to be referring to pavements as being part of the PROW network. Suggest reword to clarify – “Many of the existing PROWs are uneven and in need of repair. This concern also applies to the pavements in the parish, where the issue is exacerbated at night time due to low level street lighting, making some of them dangerous”. CFO to correct this.
ACTION: CFO
 - P9, para 2 – yes, the population has increased before these approved developments. Suggest reword as follows: “It is estimated that since 2021, population and household numbers in the Parish have swelled to over 2,500. The approved developments by Rectory Homes (land east of Belclose Cottage), Manor Oak, and off 44, Common Road will increase population to an even greater extent”.

The committee noted that the NP document contains various sections and appendices to which the committee have contributed over recent months. However, the committee is generally unclear about the status of the various sections and appendices within the current NP draft. We would consequently appreciate a presentation at the next committee meeting by CFO. This would go through the NP draft and for each part of it the CFO would explain:

- Who has contributed to the section
- What is the current status of the text within the section
- Who is responsible for providing further text or corrections to the section and on what timescale
ACTION: CFO to attend next committee meeting.

NP230. Agree Actions to be carried out prior to next meeting.
See above.

NP231. Date of Next Meeting

The next Neighbourhood Plan committee meeting will be at the Turner Hall at 6 p.m. on **Monday 10th March 2025**. CFO representatives will attend to provide an overview of the progress of the various parts of the NP document and a refresher on the procedure we will follow in getting the NP document approved and adopted.

Meeting closed at 19:00