

ORCOP PARISH COUNCIL
NOTES OF THE NDP STEERING GROUP MEETING

Monday 4 November 2019

10.00hrs

at

Holmelea

Present: Margaret Serle [Chair], Mick Murphy, Graham Bowen, Margaret Bowen, Barry Shaw, Dot Shaw, and Mark Hearne (Parish Clerk)

Apologies: Ben Thomas and Peter Garratt

1. Declarations of Interest – None.
2. Notes from the last NDP Steering Group Meeting [SG] on 21 October 2019 were accepted.
3. **Matters Arising** – It was noted that no contact has yet been made with the owner of the football pitch. Margaret Bowen agreed to make the necessary contact.
4. **Questionnaire**
 - a. It was agreed that David Nicholson would be invited to a meeting on the 18th November to consider the draft questionnaire. The clerk to book the village hall.
 - b. It was agreed that a map and photograph of a scene from the village will be included in the questionnaire.
 - c. It was noted that the contact details of the previous clerk were still attached to NDP information on the website and this should be updated as necessary.
 - d. The meeting was guided through the draft introduction and questionnaire and suitable amendments were tabled and agreed and incorporated in the draft to be issued to David Nicholson in advance of the meeting on the 18th November 2019.
 - e. Margaret Serle to ask Peter Garratt to publish a note in the December edition of the Parish Magazine to highlight the imminent issue of the questionnaire.
5. **Settlement Boundaries** – There was detailed discussion on how the settlement boundary issue should be treated in the draft questionnaire. It was concluded that the Parish Council must have the option of challenging the assumption that Orcop and Orcop Hill are deemed the settlement areas. It was agreed, therefore, to keep the wording ambiguous and draw upon the statements used in the Alconbury questionnaire. This would afford the Steering Group the opportunity of discussing this with David Nicholson on the 18th November 2019.
6. **Site Visits** – The high quality of the site visit reports drafted by Dot Shaw was acknowledged by SG members. It is planned to have completed a further three site visits by close of play 8 November with the remainder allocated to SG members.

7. **Assessment of “Missing” Sites** – Barry Shaw and Mick Murphy have arranged to assess one of the “missing” sites on Thursday 7th November 2019 using the criteria supplied by AECOM. There was also discussion over the need to consult landowners regarding whether they wish to submit any sites for inclusion in the process, but it was decided that advice should be sought from David Nicholson.
8. **Errors in AECOM Report** – Although the errors identified to date are not considered serious it will be necessary to make sure all discrepancies are captured and feedback sent to AECOM.
9. **Budget** – Barry Shaw questioned whether the projected spend was an accurate reflection of David Nicholson’s activities up to the end of March 2020. Looking at the timescale for issuing and scrutinising the questionnaire it was considered that David Nicholson was unlikely to progress beyond Stage A as defined in his fee proposal.
10. **Next Steps** – Margaret Bowen will update and re-issue the questionnaire in readiness for the proposed meeting with David Nicholson on the 18th November 2019.
11. **Date of Next Meeting** – 18th November 2019 at 10.30hrs in the village hall.