**Strensall with Towthorpe Neighbourhood Plan Steering Group**

**Meeting Notes October 24th 2017**

Present: Mr K. Marquis (Chair), Cllrs A Fisher, A. Bolton, J. Chapman, Mrs D Hails

Mrs S May, Mrs S Jenkins, Philip Thorpe, Mrs Joanne Lofthouse, Ms Kathryn Jukes (Consultant)

1. Apologies: Mrs C Whittle and Mr J Millett

2. The Chairman welcomed everyone to the meeting and thanked Kathryn for her attendance. The Chairman also introduced Mrs Joanne Lofthouse who has joined the group.

3. The Chairman asked Ms Jukes to go through the document she had prepared from the information supplied by group members plus comments and further information needed to progress the plan.

* Policies – KJ spoke about car parking problems and the available parking areas were identified. Apart from on street parking these areas are all in private ownership – Public House car parks (3), My Health Surgery, Front of Shopping Parade at Barley Rise, Durlston Drive Sports Field, Londis Convenience store and Post Office, Both St Mary’s Church and St Wifrid’s Church have small parking areas.
* Designation of Assets of Community Value – these were identified as Strensall Branch Library, St Wilfrid’s Church
* Local Green Spaces - these are identified in the annexe to the current Local Plan. KJ requested that these be examined and identified on a map.
* Development of the Q E Barracks site was discussed with a request to members to identify and further items.
* Protection of Local Distinctiveness. KJ spoke about this subject which had been raised at the August meeting and had already made contact with suitable organisations who could carry out a character appraisal of different areas of the Plan area. One organisation was approached by KJ and coincidently were involved with the 2010 Conservation Area Appraisal. KJ will advise fee proposals for consideration.
* KJ then spoke about the “Design Guidelines” on Page 32 of the Village Design Statement. KM volunteered to speak to the leader of the VDS group.
* KJ asked if the group were aware of any intentions to enhance the quality of the environment in the NP area which may not be related to development.
* KJ also asked for details of any highway improvements. It was thought these were contained in the report submitted by Lawrence Mattinson on behalf of the Parish Council.
* KJ spoke about the Community Infrastructure Levy which, when introduced by the Local authority, will replace s106 payments. What projects allied to development could be supported?
* What items could s106 / CIL monies be spent on which are not directly associated to development but could be used to enhance or rectify areas with historic problems.

 Andrew Bolton was still waiting information from First York of their availability to meet with him to discuss improvements to the current Number 5 service including rerouting some services to include parts of Strensall not covered and the potential to link the Q E Barracks site.

 Members reported that if the Barracks were to close then Hurst Hall is a readymade community hall with nursery already running. There are also sports facilities – tennis courts and a football pitch that could be retained. A school would be required as Robert Wilkinson is at capacity

4. There are time constraints on some of the funding and SN was requested to request permission from the PC for £575 for the provision of a new website as this would need to be up and running before consultation. Future expenditure was likely to arise from the “Character Appraisal” and preparation of a new survey document.

5. KJ to seek out a graphic designer and his/her fees to produce a map of places of interest. KM to obtain an OS Vector Map of the Plan Area in pdf format.

6. KM spoke about the delay in arranging consultation to finalise the boundary with CYC following agreement with Stockton on Forest PC to extend along Towthorpe Moor Lane to Hazelbush crossroads.

7. KM requested members to approve the response to City of York Council concerning the Pre-Publication Draft Regulation 18 Consultation. This was approved.

8. The quotes from three Web Designers had been circulated and it was agreed that KM should approach Appletree Design Solutions about the process.

9. There was no other business and the meeting closed at 21.10.

The next meeting is scheduled for Tuesday 28th November 2017 at approximately 7.15pm