

**Meeting of NDO Steering Committee
on Friday 27th August 2020
(incorporating record of decisions from the Design Huddle held immediately
prior).**

At Lower Town Farmhouse

Present

Giles Baxter (GB)
Simon Russell (SR)
Christopher Purvis (CP)
Rob Hollin (RH)
Chris Neil (CN)
Penny Hill (PH)
Chris Brotherton (CB)

Apologies

Charles Campion (CC)
Gerry Moscrop (GM)
Irene Steinbrecher (IS)
Estelle James (EJ)

- 1) Minutes of meeting 7 Aug.
 - a. CP noted that he had asked for the design of the terrace of 4 at the entrance to the allotments 'street' to consider flats as an alternative to '2 up, 2 down'. **Action CB to pass on to KB**
 - b. The agreement on 7/8 was that the consultation would only contain layout drawings and the 'black dot' model. Committee members felt this was missing a key opportunity to excite the community using the design ideas that have already emerged. The decision was reversed. **Action CB to pass to KB.**
 - c. The meeting noted the updated drawings from KB (dated 20.07.20 and 14.08.20), which were well received, and deemed 'good to go' for consultation once parking addressed and elevations re-instated.
- 2) Process to reach an outline 'settlement' prior to consultation.
 - a. Schematic as developed at the meeting attached. 3 step process working back from the outcome:
 - i. Outcome is the Settlement agreement in 3 parts: built infrastructure; financial model; ownership of assets (including potentially transfer of existing assets such as the shop/post office building, the Barley Mow carpark, etc).
 - ii. Negotiation process. Each party (Trustees, Community, Surgery, Thomas Homes) brings their 'opening bid' to the table. To commence week commencing 2 October. **Action All**
 - iii. Preparatory work. Each party prepares their opening bid and priorities. It was note that the Trustees, Surgery and Thomas Homes would also need bilat/trilats as part of this stage. [Afternote – Community Members are meeting at 19.30 on 3 Sep] **Action All**
 - iv. It was noted that the CLT would need to be involved in transfer of ownership discussions, should the CLT be the intended recipient of

assets. Speaking as CLT trustees, GB and SR suggested that any assets transferred would need to be self supporting financially, ie that the CLT could not take on a financial liability. The example of the shop/post office was cited – should it need funds for repairs, the finds would need to be part of the settlement. **Action GB, SR, GM**

- 3) Parking. A detailed exercise was conducted to model parking demand, recorded in the excel file attached. The outcome:
 - a. Peak demand is for 90 parking spaces on weekdays between 0700-0900 and 1500-1700 during school terms. Summer visitors needs, estimated at 120, not included as the meeting agreed that this should be accommodated through a combination of parking on the allotment site and the Barley Mow. Any further need would have to be met through ad hoc arrangements as at present, eg CP's field.
 - b. Existing provision, not including village hall or surgery (which will be subsumed into new parking) is 20 spaces.
 - c. Leaves the 'pure' requirement for 70 spaces. The meeting felt that this number could not be accommodated without an unacceptable visual impact on those overlooking the allotments site, either south of the A415 or new homes.
 - d. The solution:
 - i. KB to design 50 space and 30 space options. **Action CB/KB**
 - ii. KB to include design for 'kiss and drop' facility, the purpose of which is to significantly reduce the 'at any one time' requirement for school drop off/pick up from 30 (the modelled assumption). It was also discussed that any grant to the school should be conditional on the school developing a drop off/pick up policy and arrangements for parents. **Action CB/KB/RH**
 - iii. Feasibility to extend rec parking as 'long term stay' for surgery and school staff to be assessed. **Action ??**
- 4) Rewilding. PH outlined the discussion with a Burcot resident on the potential of including an element of re-wilding in the scheme, a) because of the environmental benefit and b) the potential to engage/excite some Burcot residents who may feel the scheme has little benefit for them. **Action CB/KB.**
- 5) Consultation. All noted that the production of the short film is well underway. CB briefed that he has agreed with Jennie, who manages the village NP website, how the consultation will be hosted as a 'microsite' within the NP site.
- 6) Legal Agreement. CB proposed the Section 106 agreement as the legal agreement between all parties. He will propose a mechanism to draw this up. **Action CB.** Each party will still need to consider from their perspectives. There would also be need for bilat agreements, e.g. between Thomas Homes and the Surgery.
- 7) Finance. TH provided GB with a break down of fees incurred so far for surveys, architect etc, £30,386 including VAT. CB would not be charging a margin. GB asked CB to submit an invoice to the Parish Council, exclusive of VAT (as they are exempt VAT). GB to provide details of who to submit the invoice to. **Action CB/GB.**
- 8) DONM:
 - a. NDO SG: Friday 25 September at 13.00
 - b. Design Huddle: tbc if required.