



KEYNSHAM NEIGHBOURHOOD DEVELOPMENT PLAN

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Councillor (only) Members of the Neighbourhood Development Plan Steering Group.

**Thursday 8th February 2024 at 7.00 p.m.
in the Town Council Office, 15 – 17 Temple Street, Keynsham**

NDP Steering Group members: Councillors M Burton, C Davis, C Fricker, A Greenfield and H Macfie – substitute Councillor S Alenshasy plus one vacancy.

Agenda

1. Chair and Vice Chair of the NDP Steering Group

RECOMMENDED:

- (i) ***That the Chair of the NDP Steering Group be the Chair of the Town Council Planning and Development Committee – Councillor C Fricker***
- (ii) ***That a Vice Chair be elected for this Steering Group.***

2. Apologies

3. Declarations of Interest/Dispensations

To receive Declarations of Interest/Dispensations

4. Confirmation of Notes of the NDP Steering Group of 2nd March 2020 (attached)

To confirm the Notes of the NDP Steering Group meeting of 2nd March 2020.

5. Steering Groups Terms of Reference (attached)

RECOMMENDED:

(i) **To receive and note the Terms of Reference of the NDP Steering Group**

(ii) **To decide if the Terms of Reference need to be revised, if not to approve the same.**

6. Review of the NDP to date

A complete review of where we are with the NDP, due to time lapse many items will have to be reviewed and repeated. The Steering Group need to review the following and consider next steps: -

7. NDP Timeline and Resources report 2020 -2021 (attached)

RECOMMENDED:

(i) **To receive and note the NDP Timeline and Resources November 2019 report document.**

(ii) **To defer this matter to the next meeting to allow officers to put together a realistic NDP Timeline dependent on the responses to items 7 – 10 of this agenda.**

8. The Vision and Aims (copy attached)

RECOMMENDED:

(i) **To receive and note the NDP Vision and Aims (last version dated August/September 2018)**

(ii) **To decide if the Vision needs to be amended or can be accepted to carry forward.**

(iii) **To consider the Draft Aims and decide on any amendments/additions or deletions.**

9. Consultations

(i) Residents Survey (Survey undertaken late 2017 – Survey and data documents attached).

In respect of the Keynsham population change and the number of new housing developments completed it is

RECOMMENDED:

(a) **That the Surveysurvey be reviewed, and a new consultation be launched.**

- (b) ***To decide how to go about the re-launch of a Residents Survey. It is suggested that perhaps a Sub-Committee re-write the questions and bring the Survey back to the next meeting.***

- (ii) Play Area Survey (Survey undertaken in March 2019 – Survey and data documents attached)

RECOMMENDED:

That the Survey be reviewed and to decide whether a new Survey should be launched or whether to include this Survey as an appendix to the Keynsham NDP.

- (iii) Young Person Consultation (Consultation Draft – April 2019 and pilot review results June 2019 attached)

RECOMMENDED:

- (a) ***That the Survey be reviewed and to decide whether a new Survey should be drafted or to recommend the amendment of the Consultation using the feedback from the pilot review.***

- (b) ***To consider making the Consultation look be more, young person friendly – so that is more inclusive.***

- (iv) Business Consultation (Consultation document Feb 2020 and raw data)

RECOMMENDED:

- (a) ***That the Business Consultation be reviewed and a decide whether a new consultation should be launched***

- (b) ***To decide how to go about the re-launch of a Business Consultation. It is suggested that perhaps a Sub-Group re-write the questions and bring the survey back to the next meeting.***

10. NDP Policies (Sept 2019 version attached)

RECOMMENDED:

- (i) ***To receive and note the first Draft NDP Polices.***

- (ii) ***To defer the first Draft Policies to a future meeting (as Policies may change dependent on the outcomes of survey results)***

11. Examples of completed Town and Parish Council NDP's (Chew Valley NDP, Whitchurch Village NDP, Old Market Square NDP, Stowey Sutton NDP and Yate Community Plan attached)

RECOMMENDED:

To take a look at example completed Neighbourhood Development Plans to get an idea of the format that Keynsham would like for their plan.

12. Date of next meeting

To be agreed by Doodle Calendar (March/April 2024)