

# Kettering Town Council

MINUTES OF THE NEIGHBOURHOOD PLANNING COMMITTEE OF KETTERING TOWN COUNCIL HELD IN THE CLERK'S OFFICE, BOWLING GREEN ROAD, KETTERING AT 7PM ON 9<sup>TH</sup> NOVEMBER 2021

Councillors Present: Cllrs Maggie Don and Scott Edwards  
Mr H Frankland and Mr K Marchand (co-opted members)

Officers present:- Martin Hammond, Town Clerk  
Emma Arkley, Senior Planning Officer, NNC

No members of the public/press attended.

<b>Item Number</b>	<b>Description</b>
<b>NH21/01</b>	<b>Election of Chair</b>  Cllr Scott Edwards was elected as chair
<b>NH21/02</b>	<b>Apologies</b>  An apology for absence was received from Cllr Eve Edwards
<b>NH21/03</b>	<b>Declarations of interest</b>  None declared
<b>NH21/04</b>	<b>Terms of Reference</b>  The committee's terms of reference, as set out in the Council's constitution, were circulated and discussed.  It was agreed that the committee needed to remain in being beyond the point at which the current Neighbourhood Plan was adopted in order to:-- <ul style="list-style-type: none"><li>- Monitor and review the effectiveness of existing neighbourhood plans</li><li>- Develop any new plans that may arise</li></ul> In addition, the committee and its members could alert the Council's Planning Committee to any planning applications which appeared to be in conflict with the plan. Finally, there might be an ongoing role for the committee in commenting on and contributing to the development of town wide planning policies by NNC, in conjunction with the Planning Committee.  The membership of the committee should therefore remain as three members, plus two resident representatives, with an

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	<p>annual review taking place depending on the progress of any new plans.</p> <p><b>RESOLVED</b> to amend the terms of reference and seek Council approval for those in due course.</p>
<b>NH21/05</b>	<p><b>Screening Report</b></p> <p>The statutory screening report for the South West Kettering (Headlands) Neighbourhood Plan had been prepared by NNC, as required by statute. Its purpose and contents were outlined and it was noted that the draft plan was in compliance with the tests applied by the screening process.</p>
<b>NH21/06</b>	<p><b>Basic Conditions Statement</b></p> <p>Similarly, it was reported and noted that the plan complied with the basic conditions required of a neighbourhood plan, as set out in this statement.</p>
<b>NH21/07</b>	<p><b>Submission Document</b></p> <p>The draft submission document was presented and discussed. The main features of the plan, to protect and enhance the quality of the area – were commended, and potential threats to the area were identified, requiring a process of ongoing monitoring once the plan was adopted.</p> <p>The process of adoption of the plan from this point onwards were outlined, and it was further agreed that, to aid that process, the weekly list of planning applications produced by NNC would be shared with the residents' representatives on this committee.</p> <p>It was noted that Committee would be able to take a view on any modifications proposed by the Examiner. Any proposed modifications must be discussed with the committee which then has the option of withdrawing the plan if it is unhappy with the changes proposed by NNC. .</p> <p>Emma Arkley was also asked to provide some examples of how other neighbourhood plan groups have engaged with their local communities at the stage of submission</p> <p>After debate it was</p>

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	<b>RESOLVED</b> that the submission document be agreed and submitted to the Full Council for approval.
<b>NH21/08</b>	<b>Consultation Strategy</b>  The draft consultation statement was submitted; it was noted that this was still work in progress, and that whilst a further version could be submitted to Council on the 17 <sup>th</sup> , there were likely to be further changes to the document beyond that.  It was agreed that, subject to further amendments and formatting changes, that the consultation statement should be submitted to Council for its endorsement.
<b>NH21/09</b>	<b>Report to Council 17<sup>th</sup> November 2021</b>  The documentation for Council was agreed; and a covering report would be prepared by the clerk to accompany the reports and set out what Council was being asked to do.  Mr Frankland would present the report, with Emma Arkley on hand to answer any technical questions.
<b>NH21/10</b>	<b>Future Meeting Arrangements</b>  The Committee would continue to meet as the plan progressed towards a referendum and would need to consider the engagement strategy as its next main priority.
	Meeting closed at 8.10 pm

Signed.....

Date.....