

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

MINUTES OF MEETING HELD

7pm Wednesday 15th July 2020

The meeting was held virtually using Zoom.

Present Dr Chris Fabray (Chair), Cllr J Alderson, Cllr G Blackmoor, Mr P Crysell, Ms V Harman, Cllr I Hooper, Cllr B McEldowney, Mr P Sharp

In attendance, Assistant Clerk: J Quinn

Meeting commenced at 19:10

1. Chairman's Welcome
Dr Fabray welcomed everyone to the meeting.
2. Apologies for absence
Mr P Fisher
3. Declarations of Interest (Members' Code of Conduct)
None
4. To consider members' written requests for dispensation, if requested
None received.
5. Adjournment of meeting for Public Question Time
There were no members of the public present.
6. Previous Minutes.
It was noted that the minutes of the last meeting on 26th February 2020 had been previously approved by email voting.
7. To resolve to close the meeting to the public in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2), due to the confidential nature of the business to be transacted
No resolution proposed as no members of the public present.
8. To receive a report on Local Green Spaces survey
Dr Fabray reported that, to date, there had been a total of 125 completed questionnaires returned. It was noted that this was statistically insufficient and that 220 were required. It was also noted that the questionnaire would be included in the Autumn edition of the parish magazine.
Dr Fabray reported that the boundaries of the sites had now been established and thanked Mr Sharp for his help with this. This now enables the preparation and dispatch of letters to the relevant landowners. It was noted that this work is in hand.
It was intended to obtain letters of support from relevant local groups, such as the ramblers and it was noted that Cllr Baker and Mr Shephard had been asked to assist with this. Mr Sharp suggested that *nextdoor.co.uk* could also be useful in soliciting support.

9. Report on meeting with Bromsgrove District Council

Dr Fabray reported that two meetings had been held with officers of Bromsgrove District Council (BDC). They had responded with many comments mostly minor and were considered acceptable. Their overall feedback was positive. The only significant change was in respect of housing policy H1 which, following review by Messrs Fabray and Crysell, was changed and incorporated in the revised draft circulated with the agenda. Following notification of this change BDC's officers confirmed their support for the plan and advised that they considered it met the Standard Conditions and will now be sent to the statutory consultees for scoping.

10. To receive an update on the Draft Neighbourhood Plan

It was noted that the revisions to the draft had been explained and discussed in the previous item.

It was agreed that the revised draft Neighbourhood Plan be approved.

11. To consider the cost estimate from Bromsgrove District Council for design and printing of the draft Neighbourhood Plan

It was agreed that the estimate submitted by BDC in the sum of £329.27 be recommended to the Parish Council for approval. It was noted that this was significantly lower than the other estimate received. The Assistant Clerk drew the meeting's attention to the fact that, procedurally, there may be a requirement for formal Parish Council approval of the expenditure.

Cllr Alderson asked whether further approval of the Neighbourhood Plan by Full Parish Council was required. Dr Fabray explained that following the six-week consultation, and any subsequent changes found necessary, Full Parish Council approval is needed before submission to BDC.

12. Review of Project Plan

It was agreed that, subject to any changes necessary to task 30 as a result of consideration of agenda item 13, the Project Plan Phase 3, circulated with the agenda, be approved.

13. To review the arrangements for Phase 3 Consultation and receive an update from the Working Group

Cllr Alderson reported that following discussions held with Cllr McEldowney the use of both internet and physical attendance at a Village Hall event should be considered. It was suggested that promotion of the consultation could include a video address by Cllr McEldowney as Chairman of the Parish Council. It was noted that any event involving physical attendance may need to be managed by a system of appointments.

It was agreed that Cllr Alderson prepares a detailed plan and circulates it to group members for consideration.

14. To agree a time, date and venue for the next meeting

It was agreed that the next meeting be held virtually on 2nd September 2020 at 7pm.

The meeting closed at 21:16 hrs

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Chairman, Neighbourhood Plan Steering Group

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Date