



Abbots Bromley Parish Neighbourhood Development Plan

Abbots Bromley Parish Neighbourhood Development Plan Working Group (ABPNDPWG)

Minutes of the meeting held on Thursday 17th November 2016 - Church House

Present: **(BW)** Bryn Walters* (Group Chair), **(RR)** Ros Robb*, **(PM)** Peter Male, **(TW)** Tom Wheeldon, **(AB)** Anna Bebbington, **(NH)** Neal Haywood, **(PR)** Phil Ryan * **(GH)** Greg Hall**

* Parish Councillors.

** East Staffordshire Borough Councillor

1. Apologies for absence

(SA) Stuart Appleby, **(SP)** Stephen Perrins

2. Declarations of Interest

None

3. Review and agree minutes of the last meeting (27th October 2016)

No comments. The group agreed that the minutes are accurate. The agreed minutes will now be added to the NDP website.

4. Discussion: Housing Needs Assessment draft report & data spreadsheet

TW and PM had already offered comments on the draft and they have been included in an update of the draft report. No other group member has made comment.

5. Review Version 2 – Site Selection Methodology

BW confirmed that all of the comments made on this during the meeting of 27th Oct have been incorporated into version 2. BW also outlined that a further box has been added to the draft which provides the option for the group to comment on the capacity (number of dwellings that would be suitable for a given site) and any decision on suitable dwelling type. The group agreed that this extra option is a sensible addition.

PM expressed concern that some of the criteria is still ambiguous pointing to the “ESBC Plan Polices” criteria. Which plan polices from the Local Plan would we be considering in this context? PM also suggested that the criteria heading should appear at the top of each proforma page.

NH suggested that the issue of parking and access needs more thought and suggested a numbering “weighing” approach. It is still unclear whether if a site gets a “red” assessment this would be enough to deem it unsuitable or whether there would need to be multiple reds for a site to be discounted. A numbered weighing approach may help in this regard. BW expressed concern at potential over complication of the process that could mean we inadvertently apply the assessment inconsistently (due to the expanded assessment options list)

The group agreed that the only way to assess the draft criteria more thoroughly would be to look at the draft against the Strategic Housing Land Availability Assessment (SHLAA) used as part of the ESBC Local Plan evidence base. A date for this to be given further consideration was agreed under item 7.

6. Review Facilitation Plan for 1st Dec event. Agree arrangements & responsibilities

BW introduced the plan. The format was agreed, although the group suggested that a different NDP group member should do the welcome and introduction to the main presentation. GH volunteered to fulfil this role with BW leading on the main presentation. PR suggested changing the format to include more seating and less tables. Seating to be provided at the edges of the room and brought out as required.

PR suggested that questions asked should be recorded as we may get questions that we cannot answer on the night and will need to take away, consider and reply to. The group agreed. PR to record questions.

AB agreed to lead on the displays and the display boards. GH agreed to help AB transport the boards and materials to Church House before the event. TW suggested that an upstairs room of Church House could be used to temporarily store the displays prior to the event, subject to agreement. TW to investigate.

The group agreed that the displays should focus on questions 8, 3, 17 and 18 as those are the issues mostly closely related to the housing scope of the event.

PR advised that there should be a signing in list as people come in. The group agreed and confirmed that it should ask for name, address and no further information. BW to organise.

The group agreed that as many of us as possible will need to be there at 18:00 to give ample time to set up displays and test presentation equipment. AB, BW and TW at least will need to be there from 18:00.

TW agreed to take care of the refreshment arrangements before the event and during (with other group members helping)

7. Date and time of next meeting

The next meeting will be:

Saturday 26th November

Pt 1 - 11:00 – 13:00. Meet at the Fire Station car park

Pt 2 – 13:00. The Bagot Arms (rear meeting room)

(The meeting will be split into two parts. Part 1 will involve field work to look at areas of the village; Part 2 will cover the meeting agenda items)