



**Abbots Bromley Parish Neighbourhood
Development Plan**

Abbots Bromley Parish Neighbourhood Development Plan Working Group (ABPNDPWG)

Minutes of the meeting held on Tuesday 28th February 2017 – Church House

Present: (TW) Tom Wheeldon (Acting Chair), **(PR)** Phil Ryan * **(AB)** Anna Bebbington, **(GH)** Greg Hall** **(PM)** Peter Male, **(RR)** Ros Robb*, **(SA)** Stuart Appleby

* Parish Councillors.

** East Staffordshire Borough Councillor

1. Apologies for absence

(BW) Bryn Walters* (Chair) **(NH)** Neal Haywood, **(SP)** Stephen Perrins,

2. Declarations of Interest

None

3. Review and agree minutes of the last meeting (23rd February 2017)

The group agreed that the minutes are accurate. The agreed minutes will now be added to the NDP website.

4. Matters arising from 23rd February 2017 minutes

(PM) Requested an update on part of item 4 eg **Update on meetings held with AB School (14th Feb & Weds 22nd Feb)**

An update was provided from the committee members who had been present at the meetings with AB School. Emphasis was made that the dialogue we are having with the school is very much along the lines of the site development criteria derived from the HNA process, and subsequently produced by the NDP Group (which will always be in the best interest of the community, whilst recognising the interests of the school).

Another point from Item 4 was reiterated upon.

It was felt that it is an urgent priority that we contact all landowners associated with our Site Assessment work prior to the 15th March event in order that they are given every

opportunity to see the results of our work (and have the opportunity to comment accordingly) before any firm decision is made to proceed with development of any site. It was not felt critical that they should be in attendance on the 15th March (although this would be preferable) but that they should have the opportunity to attend. Their comments could well be received at a later reasonable date.

ACTION: The group agreed that GH would research the addresses for all landowners of the sites assessed and would liaise with BW regarding sending out invitation letters.

These discussions also touched on the meeting that **(RR)** and others had with Trent & Dove. It was felt important that the information from this meeting (and the associated investigations that had come from it) should be formally shared with the group at another meeting in order to discuss, and accurately determine, what the housing need actually is. This should not be considered as essential before the 15th March event (in fact it would benefit from being afterwards as we hope to use the event to make some headway in determining the housing 'need').

5. Arrangements /responsibilities & organisation – 15th March event

The following is provided in bullet point form for ease of reading:

- Access to the Village Hall will be from 6pm. **(PR)** will open the hall for us. All committee members should attend at this time where possible in order to set the room up for a start time of 7:00pm.
- The room will be laid out with seating at the furthest end from the main entrance. Sufficient seating will be provided to accommodate the early attendees, with extra seating made available as required. A screen will be used to present information by 'Power Point'.
- Display boards will be laid out around the remaining sides and main entrance end of the hall.

Displays will initially contain general information, and will indicate where we are to date as a group in relation to the NDP process. Everything that was previously displayed at Church House in December will be ideal for this.

Information relating to where we are now will be put in place whilst the formal opening and discussions are ongoing. Upon completion of discussions attendees will be invited to view and comment upon the information provided.

- A formal opening to the presentation will be provided by **(BW)**. It is important that this should be a fairly general overview of our work to date, with Power Point information kept succinct for ease of reading by the attendees.

The event will be presented as two separate studies (eg T&P and HNA)

- Handing over to T&P, **(PM) and (TW)** will lead with a Power Point presentation alongside an open dialogue with the attendees.

Details of the initial survey relevant to T&P will be available on display boards for attendees' early viewing as indicated above.

Typical methods, to account for 'Traffic in Villages' will be introduced to the display whilst the T&P presentation is ongoing, and will be available for viewing by attendees on completion of all discussions.

The idea is to obtain feedback from the attendees as to their views and suggestions on the T&P issues. Display material will be kept to a minimum in favour of this approach.

- In order to obtain as much feedback from the attendees as possible it is critical for us all to take notes throughout the presentation and subsequent discussions. Additional feedback forms will also be supplied to ensure that responses are gathered from attendees.

- On completion of the T&P presentation the floor will be handed over to **(BW)** to give an update of the HNA work (inclusive of the Site Assessment rationale/criteria and results).

The housing need as provided by the attendee's must be gauged alongside our HNA results, in order to gather an idea of the type and number of residences ultimately deemed necessary.

- General comment may be given at this time to the potential for 'Community Gain' through future development (eg new doctor's surgery/ public amenities/ Market Place layout etc).

- Emphasis of the 'worked up' development criteria submitted to any developer, and the assurance that it safeguards the interests of the community first and foremost, must be stressed.
- In order to obtain as much feedback from the attendees as possible it is critical for us all to take notes throughout the presentation and subsequent discussions. Additional feedback forms will also be supplied to ensure that responses are gathered from attendees.

6. Date and time of next meeting

A provisional date is made for a pre 15th March review meeting on:

Thursday 9th March 2017 – Church House 19:00 – Upstairs room

All Group members are urged to attend

ACTION: TW to confirm room booking.