



**Abbots Bromley Parish Neighbourhood
Development Plan**

Abbots Bromley Parish Neighbourhood Development Plan Working Group (ABPNDPWG)

Minutes of the meeting held on Thursday 6th July 2017 - Church House

Present: (BW) Bryn Walters* (Group Chair), (TW) Tom Wheeldon (RR) Ros Robb*, (AB) Anna Bebbington, (SA) Stuart Appleby.

* Parish Councillors.

** East Staffordshire Borough Councillor

1. Apologies for absence

(NH) Neal Haywood, (SP) Stephen Perrins, (PR) Phil Ryan*, (GH) Greg Hall**, (PM) Peter Male

2. Declarations of Interest

None

3. Review and agree minutes of the last meeting (15th June 2017)

The group discussed the proposed changes as put forward by PM (who could not be at the meeting) and the e-mail supporting the draft as forwarded by GH (also unavailable to attend). Amendments were agreed to some of the wording but the general opinion of the group was that the draft minutes on the whole accurately reflect the matters discussed and agreed at the meeting. The minutes, subject to amendments discussed and agreed will now be added to the website.

BW reiterated that only those items on the agenda are discussed and minuted. If the group wish to raise issues then they need to forward suggested agenda items up to a week before a meeting date.

The group agreed that two matters raised by PM should not be minuted (as they were not part of the meeting agenda) but should be reflected:

PM raised the issue of the NDP website page, its link to the Parish Council page and its accessibility within the web page more generally. The group agreed that given the website resource is supplied free of charge (by Eric Roy) (ER) that it is perfectly adequate for our communication. BW did confirm that the matter of an additional NDP tab at the top of the

webpage was discussed with ER and that he felt it would clutter the icon list. There is no desire within the group to spend time exploring this again. No further action is required.

PM raised that an e-mail has been received and responded to from Bob Payne (BP). This should be reflected. TW requested that a "communication" standing agenda item would help in the future for the group to discuss and record correspondence received and sent. The group agreed that this should be added from the next meeting in perpetuity.

BW asked whether any group members have logged on to the AB NDP google e-mail. TW confirmed that he has tried and has struggled. No one else has so far attempted to log in.

ACTION: BW to send around the log in details again to all group members. All to try and access so that we can see whether the issue experienced by TW is isolated.

4. Constitution of the Committee

TW raised the issue that a previous NDP group meeting that he chaired was due to availability not attended by any Parish Councillor (PC). Is this contrary to the group Terms of Reference (ToR)? A copy of the ToR was not available at the meeting but BW expressed a view that it is specific that a PC should be present, however the ToR also makes provision for the vice chair to assume control of a meeting in the absence of the chair. In this case therefore TW as vice chair can decide whether or not to conduct a meeting.

ACTION: That this issue and the ToR be checked by the Parish Council at their next meeting to clarify.

5. AB School Deadline (29th June 2017)

BW confirmed that the previous deadline given to the school with regards to them responding to us on "in principal" highways matters had now passed. E-mails for vice-custos Ray Mansell (RM) as forwarded around the group have been received and responded to but as yet this does not answer the in detail questions that the group have that fully reflect the concerns expressed by the community.

RR proposed an action that a meeting be organised with the school for late July so that outstanding issues can be addressed. Without this there is a feeling that correspondence may just travel back and forth without satisfactory resolution. The group unanimously agreed.

ACTION: BW to liaise with the school to organise the meeting and advise group members of the date. The date (following availability confirmation from TW) will be during W/C 31st July.

RR also raised whether it would be possible for a representative of Staffordshire County Highways to be present at that meeting. The group agreed that this would be helpful and that a request for SCC attendance would be made to the school.

TW expressed concern that the list of red line matters the group have previously discussed and asked the school to acknowledge and agree to still remains unresolved. This should form

part of the July meeting and should again be forwarded to the school prior to the meeting. There is a question mark as to whether the school is taking our requests seriously and whether we are dealing with the right individuals at the school.

AB questioned whether the school is aware of the significant additional costs of potential development with the conservation area and suggests this should also be raised. RR added that she is concerned that the school in their briefings about potential development are not explicit that it will be to satisfy the local housing need as identified by the local housing needs assessment and not for predominant market housing purposes. This again needs reiterating.

On the matter of the equestrian centre building TW made the point that we should insist on a survey of that building as to whether it is in a fit state to be retained. The school cannot make an assumption that it will be removed without further analysis. BW confirmed that the Almshouse Trust have asked if they might be able to view the building to assess its potential – the group agree that we would wish to support this.

TW updated on notes from the Abbots Bromley School Vision Evening. There is concern within the group as to the way in which the school is communicating potential development options. The NDP group for example has not agreed new access routes for school traffic and coaches and we would not wish (as outlined) for this to discharge to Radmore Lane. TW confirmed that he has lost faith in continuing to work with RM given this kind of miscommunication. It risks devaluing and potentially undermining the whole NDP process in the eyes of the wider community.

All of these issues must be addressed as a matter of urgency at the proposed July meeting.

6. Update on draft plan progress

BW confirmed that draft plan chapters have been forwarded to AB for addition to Dropbox as previously agreed. Due to IT issues AB has as yet been unable to load to the system but did confirm that this will be actioned.

AB proposed that draft content could be added in chapters which would give members of the team admin rights to their part of the plan. Everyone would still be able to make and leave comments using the comments function.

BW made the point that firstly the group needs to agree that the draft chapter headings are agreeable to the group before we start adding content. The draft headings are based on the Tattenhill & Rangemore NDP which was identified by the planning inspectorate as representing a clear and concise way of setting out an NDP.

ACTION: That AB loads the headings to Dropbox. The headings and responsibilities can then initially be agreed remotely and work should commence before the next NDP meeting. Progress to then be reviewed.

7. Date and time of next meeting

The next meeting will be:

Thursday 31st August – 19:00, Church House (upstairs room)

ACTION: TW to action room booking