



**Abbots Bromley Parish Neighbourhood
Development Plan**

Abbots Bromley Parish Neighbourhood Development Plan Working Group (ABPNDPWG)

Minutes of the meeting held on Thursday 31st August 2017 - Church House

Present: (BW) Bryn Walters* (Group Chair), (TW) Tom Wheeldon (GH) Greg Hall** (AB) Anna Bebbington, (SP) Stephen Perrins.

* Parish Councillors.

** East Staffordshire Borough Councillor

1. Apologies for absence

(NH) Neal Haywood, (PR) Phil Ryan*, (PM) Peter Male, (RR) Ros Robb*, (SA) Stuart Appleby.

2. Declarations of Interest

None

3. Review and agree minutes of the last meeting (6th July 2017)

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

4. Update on Draft Plan progress

Some group members expressed on going difficulty with using Dropbox. BW confirmed that he had started to load on some suggested text and plan policies onto the system but that it is for all group members to play a part in plan drafting.

AB agreed to write a short (one side of A4) simple guide to using Dropbox and send around the group. The group also agreed that a similar guide to logging on to the NDP e-mail should also be sent. BW pointed out that this was last sent in July and had been forwarded a number of times already.

ACTION: AB to complete the Dropbox guide task. BW to forward the NDP e-mail log on instructions.

- Viewing of the Equestrian Centre building on 17/08. Feedback

TW led on this item. TW sent a detailed e-mail following the visit. He confirmed that members of the group had been to view the equestrian centre building at the school accompanied by Mithra Tonking (MT) of the Almshouse Trustees. It is felt that although the building is in need of repair it isn't by any means beyond help. MT indicated that it would be beyond the resources of the Almshouse trustees to take on the space, there was also concern raised over the awkward building layout and that this would be difficult, even through renovation to overcome.

MT confirmed that whilst the current building is not suitable that the Almshouse trustees would look more favourably on taking on a couple of new builds within the scope of the overall scheme.

GH mentioned that if the building was to be removed it could be an option to look at re-using some of the features of the structure in any new builds. BW expressed concern that although appealing this could further affect site viability in the eyes of any developer.

The school have previously made it clear that they have no wish to see the building retained and so without a clear end user its fate remains unclear. The group agreed that the survey of the building (as previously requested at a meeting with school) should be sought before any final decision is taken.

- Village Development Boundary (PM)
As this item was requested by PM (unable to attend the meeting) it was not discussed and it was agreed to move the item for discussion at a future meeting if PM thinks it still relevant to do so.
- Traffic & Parking Policies (PM)
As this item was requested by PM (unable to attend the meeting) it was not discussed and it was agreed to move the item for discussion at a future meeting if PM thinks it still relevant to do so.
- Remote' settlement policies (PM)

As this item was requested by PM (unable to attend the meeting) it was not discussed and it was agreed to move the item for discussion at a future meeting if PM thinks it still relevant to do so.

- Agree revised NDP plan timetable

BW circulated a revised NDP timetable for consideration. Members agreed to the revised schedule.

All group members agreed that with the tight timeframe (end of October for the draft plan) we require a clear focus on the drafting. This needs to include all group members.

GH suggested that at our next meeting we should have the draft policies for agreement. The group agreed.

ACTION: That the revised timetable now be presented to the Parish Council at their next meeting (27th Sept) for final agreement.

That all group members access Dropbox and help with plan drafting with a particular focus on draft plan policies.

5. Arrangements for Horn Dance Day (11th September 2017)

BW confirmed that the stall booking for the village green has been agreed with the Parish Council. It is important that on the day as many group members are present as possible to ensure that we are accessible to the community. GH confirmed that he would be available.

AB agreed to provide display equipment and a gazebo but would need help collecting and transporting. The group agreed that SA (not at the meeting) could perhaps help in this regard. AB to liaise with SA directly to make necessary arrangements.

The group agreed to begin setting up at 8am. AB/SA to bring display equipment to the stall. BW to bring new displays, other material and comments slips for the consultation.

TW to bring red bucket for consultation slip replies.

- Crown Bank displays

The group reviewed the Crown Bank drawings. All agreed that they should form the basis for the Horn Dance consultation. Concern was expressed by TW regarding the three proposals

but it was agreed that the sentiment to improve public space and accessibility is a sound one.

TW did point out that it would be better to consider public space improvements the wider village centre, and to include consideration for traffic calming initiatives.

BW pointed out that such far reaching changes would likely be more difficult to bring forward with Highways. There would also be significant increased delivery cost. GH agreed and pointed out that in his opinion the village green area does not need to be changed unlike Crown Bank which is currently a poor use of space.

6. Correspondence

- Abbots Bromley School meeting notes (31-07-17)

Considerable concern was expressed by all group members that the school haven't communicated feedback on the actions on them following the meeting on 31-07. They also still haven't confirmed in writing those issues we required written confirmation on from our initial meetings.

It would also appear that the school have employed a new outside company (AB Equine) to run and operate the equestrian centre facilities as the school. It remains unclear whether this is with a view to moving the equestrian activities off site as we have been told by the School or whether the current facilities are to continue being used under the new organisation. Clearly if equestrian activities are staying on site then the complete site as assessed is no longer deliverable through the Neighbourhood Development Plan process.

TW pointed out that confidence in terms of trust and openness with the school is ebbing away. We need clear written answers to the previous questions asked. All group members agreed. Minutes of the meeting with ABS are attached to these minutes.

The group also agreed that with our new draft plan timetable provisionally agreed (subject to final agreement with the Parish Council) it is no longer appropriate for the school to hinder or hold up progress through their lack of responses and questionable information.

ACTION: BW to write again to the school with a short turn around for reply. The correspondence needs to spell out our exasperation as outlined above and confirm that unless we are satisfied with progress made and we can regain confidence in the school that we will no longer look to develop the Equestrian/Anglesey through the NDP.

Final decision on this to be taken at the next meeting as by then we will have an answer (or not) from the school.

TW pointed out that some attachments to previous minutes (as on the website) had not been attached. The group agreed that this should be looked into and also agreed that a "correspondence" tab on the website might help people to locate correspondence more easily.

ACTION: TW to send details of attachments and which set of minutes they need to be attached to to BW. BW to then action.

BW to also action a correspondence website tab.

7. Date and time of next meeting

The next meeting will be:

Thursday 21st September – 19:00, Church House (upstairs room)

ACTION: TW to action room booking

Meeting – Monday 31st July 2017, Abbots Bromley School

Present:

(RM) Ray Mansell – Abbots Bromley School Vice Custos

(HG) Heather Graham - Abbots Bromley School Director & Guild

(BW) Bryn Walters – Abbots Bromley Parish Neighbourhood Development Plan Group

(TW) Tom Wheeldon – Abbots Bromley Parish Neighbourhood Development Plan Group

(GH) Greg Hall – Abbots Bromley Parish Neighbourhood Development Plan Group

(RR) Ros Robb – Abbots Bromley Parish Neighbourhood Development Plan Group

(PM) Peter Male – Abbots Bromley Parish Neighbourhood Development Plan Group

Notes:

In the absence of a formal agenda the NDP Group submitted the following points for consideration.

- Review of our position as the Parish NDP working group.

Amongst other NDP requirements, the NDP Committee is working to a mandate on behalf of the community in relation to two major issues:

1. Traffic & Parking.
2. Building of a small number of homes in the Parish to meet the needs of local people following the site assessment process that identified two favoured sites to be progressed.

- Our understanding of Abbots Bromley School (ABS) current intentions for future site development.

RM confirmed intention to develop the combined site of the current Equestrian Centre and Anglesey Sport's Ground. The NDP group reiterated a commitment to stick to the decisions made in the site assessment process in full and in continued consultation with the community.

- Resubmission of our 'agreement list' as provided to ABS at meeting with them on 29th March 2017.

ABS reviewed the NDP Committee recorded comments from the original submission on the 29th March.

- ABS to provide update of current proposed development intentions.

RM informed that the situation is ongoing. BW outlined that assuming the site progresses it could come forward as an allocation in the NDP or form part of a Neighbourhood Development Order (NDO). This issue will be discussed by the NDP group in due course. RM asked for a timescale by which a planning application (by whichever route) should be expected. The group confirmed that given outstanding issues a timescale on this cannot be provided at the present time.

RM began by apologising for the time taken to receive a highway response but did reiterate that pre-app payment had been made to Staffordshire Highways who had unfortunately lost the payment. BW noted and began the discussion of the e-mail from Staffordshire Highways to Strutt and Parker regarding Highway pre-application advice, specifically where Highways have asked further questions.:

(i) It is not clear from the information provided if Abbots Bromley School has control over land to the north-east of the proposed access where there is restricted visibility (see attached photograph 010). To improve visibility the existing embankment requires regrading. Details of the extent of highway maintainable at public expense at this location can be provided by the County Council's Land Charges Section.

RM confirmed that ABS own the land

(ii) The current access does not comply geometrically with the requirements of the Highway Authority. With reference to the Staffordshire Residential Design Guide, roads are required to be straight for a minimum distance of 15.0m back from the channel of the main road. Further, the construction of the existing access road is unknown and is not likely to be to adoptable standards. Consequently, the Highway Authority would not adopt the internal road network and the developer would need to seek exemption under Section 219 of The Highways Act, 1980. An example would be the establishment of a Maintenance Management Company whose terms of reference are secured by means of a Section 106 Agreement.

RM confirmed that this standard could be accommodated within the scheme

- (iii) *To the south-west of the proposed access the carriageway requires widening and a footway provided. I have no objections to a pedestrian crossing being provided in the general location (11) indicated on the Proposed Indicative Development Concept Plan.*

- (iv) *Turning to the issue of the lack of segregated pedestrian facilities between College Barn Cottage and High Street (B5014), as you have correctly stated the scope for widening Radmore Lane (D3426) is limited by third party land constraints. Bearing in mind that School House Lane (D3424) which serves the current Abbots Bromley Surgery has restricted width and poor pedestrian facilities (see photographs 12 & 13) the Highway Authority would consider a scheme for shared use. Vehicle speeds at this location should be low due to the proximity of the Radmore Lane (D3426)/High Street (B5014) junction. Also, increased pedestrian activity is likely to further modify driver behaviour.*

PM made the point that a scheme for shared use was unlikely to be a popular choice within the village. BW (and others) agreed and it was confirmed that the group would rather a solution for a separate footway was sought.

RM confirmed that to date no approach has been made to either Punch Taverns or the Coach and Horses Public House. It was agreed that an early discussion with them would now take place and that this would be scheduled for the next two weeks. RM to update the group.

BW made the point that throughout the e-mail from Highways reference is made to photograph numbers and documents that were not attached to the e-mail the NDP group received. For example reference is made to a "Proposed Indicative Development Concept Plan" that no individual around the table appeared to know about. RM is to action this and where reference is made in the e-mail to other documents or pictures then these are to be provided in full.

PM noted that no final decisions can be taken until all of these documents have been received and reviewed in full.

- (v) *The existing street lighting in Radmore Lane (D3426) is substandard and will require upgrading. This will also help to mitigate concerns over increased pedestrian movements.*

RM confirmed that this could be provided as part of a wider scheme.

RM asked about the likelihood of the medical centre taking up an option to relocate. BW confirmed that the group has had a further meeting with the surgery and has also spoken to the Staffordshire Clinical Commissioning Group (SCCG). Work on this is on-going.

Given the competing timescales it may be difficult to ensure that any land available for community gain is developed at the same time as the wider site. GH confirmed that ensuring community land is at least available to come forward in the future is paramount; RM confirmed that this could be done through a nominal rental agreement over a long term lease but that development in tandem remained the preferred option.

Turning to the issue of the existing equestrian centre building, the group reiterated that they would like to ensure that all due diligence and all options are explored for retention of the building if at all possible. RM confirmed that ABS are happy to help with this but that the school would not wish themselves to retain the building due to the renovation and conversion expense.

BW mentioned that the Almhouse Trust have asked if it would be possible to arrange to view the building (inside and out) to get an idea of the current layout/options etc. RM confirmed that ABS would be happy to accommodate.

BW to contact Almshouse representatives to arrange a date in liaison with ABS.

The NDP group asked if it would be possible to see the proposed scheme for the internal school road changes. The changes have implication for the wider NDP and the group would wish to ensure that any proposal doesn't have the unintended consequence of making school "drop off/pick up" on the High Street worse by closing the existing access.

RM to action and send to the group

BW asked about the land across the village that the school owns as per the original agreement list. RM gave a verbal update but did suggest that if we need it then the land Registry should be contacted.

It was agreed to seek a further meeting date during 1st or 2nd week of September but this will be dependent on progress made on the actions from this meeting. RM to advise.