

Abbots Bromley Parish Council

Clerk: Mrs Sarah Meads
Tel: 01283 840891
Email: parish.council@abbotsbromley.com

The Hayloft
Marsh Farm
Uttoxeter Road
Abbots Bromley
Staffordshire
WS15 3EJ

ABBOTS BROMLEY NEIGHBOURHOOD PLANNING

DRAFT MINUTES FROM MEETING, 21ST JUNE 2018

7.00pm

Abbots Bromley Village Hall

Present:- Cllrs P Charles (Chair), Cllr Mrs Moore, Cllr Mrs Appleby, Cllr Mrs Robb

In attendance:- The Clerk

Members of the Public:- 22

The Parish Council Chair welcomed everyone to the meeting

Cllr Appleby provided a brief summary of the work carried out so far by the Neighbourhood Planning Group as follows:-

Neighbourhood Plan

"I am pleased to offer an outline of the work that has been undertaken on behalf of the Parish Council to date. This does not list all of the consultation activity to date as this information has previously been reported, is available on the website and can be read in the a draft Statement of Community Consultation which is available.

Before I do so I would like to thank the members of the Group for their time, hard work and commitment and assure them that these efforts have been greatly appreciated by the majority of the community and absolutely by the Parish Council. A lot has been achieved and it provides a good foundation for the future.

Why we need a NP

ESBC 40 houses is a minimum not a limit

A plan allows the village to have a say on future developments

Where we have no plan we have no rights and developers have ability to get their plans through

Activity to date:

Abbots Bromley Parish Council agreed to develop a Neighbourhood Plan for the Parish at its meeting of 29th July 2015. On 18th November 2015 the PC invited interested parishioners to

attend a meeting which was also attended by a Planning officer from ESBC with the aim of outlining the Neighbourhood Plan process to the community.

The Parish Council also set out that it intended to set up a working sub-group to deliver the plan that would be made up of a mix of Parish Councillors and local residents. People were invited to put themselves forward to be members of the group.

A number of residents put themselves forward as such the Council produced a Neighbourhood Plan Group Terms of Reference. A core group was formed of ten members, three Parish Councillors (one of whom is group chair) six local residents and Bagots Ward East Staffordshire Borough Councillor.

The group met regularly from 22nd January 2016

The group agreed at this initial stage that to be fully inclusive would require a wide range of methods to both engage with residents and businesses; then this information would be used to form a plan that the Parish would vote on. But before the referendum the parishioners would be kept informed and updated.

A questionnaire to residents to gather their comments and thoughts about what was important about the village, what they liked and how it could be improved. The consultation identified two principle issues that of housing and transport.

The transport issue was concerned mainly with traffic congestion, speed and concerns that development within the village would exacerbate what is already a significant problem.

With regards to housing a number of common themes/concerns. The primary issues were:- the need for housing to meet local needs; the need to preserve the special character of the village/area; and concerns relating to traffic and highways.

A separate Housing Needs Survey was subsequently sent out to the whole parish and feedback was compiled by two members, Tom Wheeldon and Stuart Appleby who collated the feedback presenting it in table and chart format. This was reviewed by the full committee. The assessment criteria were agreed and ranked in importance following a consultation event with the village. It highlighted the need for affordable housing as well as housing suitable for older people wishing to move/downsize.

This information was used to compare the available land for development. Given the limited opportunity to provide a meaningful number of houses to meet local need offered by the sites allocated in the local plan, a search for a suitable additional site/sites was made by looking at vacant land in and adjoining the village as well as the SHLAA sites put forward, and assessing these for potential development using 12 assessment criteria. 7 sites were considered as well as 5 SHLAA sites.

The process was carried out individually by every member of the group and the results were collated to get an overall result.

The school site and a small piece of land adjoining Bagots View gained the highest collective scores, and a number of meetings were held with the school regarding the best way to take their site forward. In order to see what form any such development could take, potential site layouts were produced by the school but to date, these have not been thought to be acceptable and a further updated draft plan is awaited. An informal consultation with the highways authority was also carried out by the school and the outcome conveyed to the NPD group. Meanwhile, work was done by some members of the group relating to highways and a report produced.

Work has been carried out on drafting some parts of a draft NP, including general background information/descriptions, some potential draft policies and a section on Design and Conservation.

All draft parts of the Plan have been shared on dropbox with and opportunity for all members of the group to view and edit as necessary.

Throughout the process, opportunities have been taken to share with the community, the results of surveys and work carried out to date at public events and a website was set up containing for example, survey results and assessment work.

The aims of the Abbots Bromley Parish Neighbourhood Development Plan consultation process were:

- to 'front-load' consultation, so that the Plan was informed by the views of local people from the start of the neighbourhood planning process;
- to ensure that consultation events took place at critical points in the process where decisions needed to be taken;
 - to engage with people using a variety of events and communication techniques; and
 - to ensure that results of consultation events were analysed, fed back to local people, and used to inform the next stage in the development of the neighbourhood plan

I would like to repeat the Parish Councils gratitude to this group for all of the work that I have mentioned that has taken place to date.

Next steps: What the Council will consider at next week's meeting

Option 1 No Plan

Option 2 Parish Forum - cannot do this as where there is a PC the PC is responsible for the Plan

Option 3 and 4 both involve the Parish Council employing a planning consultant to review the work done so far and the housing need survey and to lead the process in the future.

Option 3 will be for the Consultant to work directly to the Parish Council, and appropriate alternative action to be taken so that the whole community is involved and if indeed this can be achieved

Option 4 will be for this consultant to be supported by a Neighbourhood planning group

Please note

1: That the appointment of a planning officer will be subject to funding and if it can be determined money is available by a grant. This will be reported at next week's meeting.

2: The Planning Officer may advise we start the process again, or that the work that has been done to date is sound

3: The Parish Council retains full responsibility for the Neighbourhood plan no matter which option is chosen

Knowing that there are residents interested to play an active role in this process as demonstrated in today's meeting will be a great support to the Parish Council at next week's meeting.

Following Cllr Appleby's statement, Cllr Moore asked a few questions for clarification:-

- 2 sites have been identified, have we received a plan for Gallimore's Field. Cllr Robb said that no plan had been received for this field, however, a couple of plans have been received from the school but nothing that has been acceptable.

- Cllr Moore confirmed that the document provided by Mr Baker needs to be responded to at the next meeting, however, needed to confirm that that council had not agreed to pay for a secretary for the group. It could be considered that a Chair, Vice Chair and Secretary be appointed.
- Cllr Moore asked if the Terms of Reference could be changed and asked where these had come from. Cllr Appleby confirmed that these came from the Chair of the group.
- Cllr Moore asked if it is a problem for Borough Cllr Hall to remain on the group. Cllrs Robb and Appleby both confirmed that there is no issue with having a Borough Councillor on the group and often this is useful.

Agree which current members of NPG wish to remain on committee

The Clerk confirmed that Cllr Walters, Cllr Robb, Mr Perrins, Mr Appleby, Mrs Bebbington had all stepped down from the Group. Cllr Ryan had not yet made a decision. Borough Cllr Hall had said he would continue to help if needed. Mr Baker, Mr Male and Mr Humphries had all agreed to stay on the group.

Mr Wheeldon said that he had names of people that were willing to join the group as follows: Dr C Whorwood, Mrs J Wheeldon, Mr M Hobbs, Ms G Kelly.

Volunteers also came forward at the meeting to help out with the process as follows:-

Mr T Wheeldon, Mr P Cooper, Mrs E Birch, Mrs G Hurst, Rev B Payne, Mr P Dodsworth, Mr M Lewis, Mrs J Heaver, Mr B Heaver, Mr M Williams, Mr N Taylor-Brown.

Mr Wheeldon confirmed that he would also forward to the Clerk a list of names of other volunteers he has who are also willing to help.

Selection of new members of the group by the Parish Council

Not able to progress until the next Parish Council meeting on 27th June.

Election of New Chair and Vice Chair of the Group

Not able to progress until the next Parish Council meeting on 27th June

Way Forward

Not able to progress until the next Parish Council meeting on 27th June