



Abbots Bromley Parish Neighbourhood
Development Plan

Abbots Bromley Parish Neighbourhood Development Plan Working Group (ABNDPWG)

Minutes of the meeting held on Thursday 14th July - Church House

Present: **(BW)** Bryn Walters* (Group Chair), **(NH)** Neal Haywood, **(TW)** Tom Wheeldon, **(SP)** Stephen Perrins, **(AB)** Anna Bebbington, **(PR)** Phil Ryan * **(SA)** Stuart Appleby (Present for part of meeting), **(GH)** Greg Hall**

Guest: **(MK)** Miles King, Midlands Rural Housing – Rural Partnership Officer

* Parish Councillors.

** East Staffordshire Borough Councillor

1. Apologies for absence

(RR) Ros Robb*, **(PM)** Peter Male

2. Declarations of Interest

None

3. Review and agree minutes of the last meeting (2nd June 2016)

The minutes were agreed as an accurate representation, with one alteration on Page 3 proposed by TW. It was agreed to amend. The agreed minutes will now be added to the NDP website.

4. Progress with actions from the last meeting

Actions were discussed and where there is outstanding issues it was resolved that they will be completed before the next meeting.

GH updated the group on the proposed trip to Freedom Brewery. He has been in touch and they would welcome a visit, this would however need to be during “working hours” Mon-Fri to be able to see the plant in operation. GH proposed that we set a date and those that can make it do so. This was agreed under Item 9.

AB confirmed that she has completed drafts of the posters and displays for the village notice boards. BW proposed that we wait before finalising as there may be more information to add with regards the HNA process and other matters.

TW also confirmed that he has approached the Chair of the Village Hall Committee to ask if we could put a display in the foyer. TW to feedback once we receive a response. TW has also sought permission for the group to put up a small display in the notice area at Church House.

ACTION: AB and BW to arrange to meet to complete this task.

SA left the meeting due to work commitments.

5. Housing Needs Survey – discussion with Miles King, Midlands Rural Housing

MK introduced himself to the group and outlined who Midlands Rural Housing are and the work they have been involved in. This ranges from work with District and Borough Councils on housing needs assessments as well as with Parish Council and Neighbourhood Plan Groups on local housing assessments.

They have carried out a significant amount of work on affordable housing requirements across Counties in the Midlands and beyond. Locally they have done HNA work for both Kingstone and Denstone Parish Councils.

MK set out that if instructed to carry out the work it would be split into two sections: Firstly there would be a survey with a comprehensive questionnaire that would be sent out to all houses and businesses in the Parish. This would have a stamped return envelope provided. NH asked if they would also use online resources such as “Survey Monkey” MK confirmed that they don’t usually because of the cost. BW mentioned that we could offer return by way of the NDP e-mail address. The group agreed that this would be needed. MK confirmed that they usually expect a 30% (approx.) return rate using the postal method but that any other method in addition is likely to improve that. Once the results are back this is then pulled into a report of the statistical findings.

The second part of the work involves the way in which the results are taken forward towards draft plan policies, for example if a need for a particular types or numbers of houses are identified then they can assist with work to identify areas of search or potential sites.

MK would like to start the initial survey in early September, after the summer holiday period.

There were no further questions for MK so the chair and group thanked him for his attendance and said that we will be in touch once a decision has been taken. MK then left the meeting.

The group agreed that the discussion was useful. GH made the point that the first part of the proposed work could be carried out by the group. There is little merit in paying a consultant to do this. There was also some concern expressed that there is an over reliance on a large survey to be returned by post, the group did not believe that would be successful in the case of Abbots Bromley.

ACTION: BW and NH to draft some suggested survey questions around the group. These need to be formalised and ready to be sent out at the beginning of September.

ACTION: BW to write to MK to formally thank him for his time in coming to meet with us but that we do not on this occasion intend to utilise his services.

The group agreed that if we sent a survey out ourselves it would need to be contained in a wider Parish Bulletin in order to “set the scene” and give details about the arrangements and deadline for return

ACTION: BW to raise the bulletin at the July PC meeting and feedback to the group

6. Update on traffic and parking background work with SCC (AB)

AB confirmed that she has had discussions with Sharon Daniels at Staffordshire County Council Highways. AB has identified some background work that we could use to inform the NDP process, most notably the traffic surveys carried out for the housing proposal on Ashbrook Lane.

ACTION: AB to distil the available information into a short summary for the group to look at and discuss at a future meeting

7. Discussion – Initial plan drafting and proposal for a competition

The draft scope for this work that was circulated by BW prior to the meeting was discussed. TW had raised some comments before the meeting, as had PM (unable to attend this evening). PM’s comments raised concerns over the nature of a “competition” as he believes that this may downgrade the importance of the work and potentially put people off. PM’s preferred approach would be for those who have shown an interest in getting involved to form a sub-group to carry out the drafting and circulate via e-mail. BW outlined that the “opening sections” of the plan are likely to provide the best opportunity for the community to be directly involved as they are the least likely sections to involve a technical evidence base. The group agreed.

GH set out that rather than have a competition we could invite people to initially get involved via the promotion of the HNA survey due to go out with a bulletin before September. The group agreed to this approach. The group also agreed that although it needs some adjustment the scope as set out by BW is a sound idea and that a word limit should remain, despite PM’s misgivings about this.

ACTION: BW to re-draft the brief to take account of the feedback and circulate.

8. Chair to update on Parish Council meeting (29th June 2016)

BW outlined that the majority of the meeting was dominated by the impending Ashbrook Lane appeal. Many residents attended concerned about how they could get involved in the process. No firm date or venue has yet been set for the appeal hearing but the Parish Council will do all that it can to continue to support the local residents in objecting to the proposal.

9. Date and time of next meeting

The next meeting will be:

**Friday 29th July – (Walk around the Parish, meet at Buttercross between 18:00-18:30.)
Please confirm availability with TW.**

Given the discussion under Item 4 it was agreed that the next meeting should incorporate the meeting with Freedom Brewery and a viewing of that part of the Parish. It is anticipated that not all members of the group will be available for a day time meeting but that there should be sufficient representation.

ACTION: GH to confirm the date and a time with Freedom Brewery and inform the group

ACTION: Once confirmed TW to finalise and circulate a route plan

Update 26/07/16:

GH confirmed that the meeting will now take place on Friday 5th August, 15:00 at Freedom Brewery. GH to organise transport from the Bagot car park – meet at 14:45. Please confirm availability with GH.