



## Abbots Bromley Parish Neighbourhood Development Plan

### Abbots Bromley Parish Neighbourhood Development Plan Working Group (ABPNDPWG)

#### Minutes of the meeting held on Thursday 23<sup>rd</sup> February 2017 – Church House

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

\* Parish Councillors.

\*\* East Staffordshire Borough Councillor

Visiting the meeting:

Naomi Perry, **(NP)** – Principal Planner, East Staffordshire Borough Council

Corinne O'Hare **(CoH)** – Neighbourhood Planning Lead, East Staffordshire Borough Council

#### 1. Apologies for absence

**(NH)** Neal Haywood, **(PM)** Peter Male, **(RR)** Ros Robb\*, **(SA)** Stuart Appleby

#### 2. Declarations of Interest

None

#### 3. Review and agree minutes of the last meeting (9<sup>th</sup> February 2017)

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

#### 4. Arrangements /responsibilities & organisation – 15<sup>th</sup> March event

BW outlined that as the March event is only a couple of weeks away the group needs to focus on organising who is going to be responsible for organising each aspect of the evening.

There is bound to be significant interest at this stage and therefore this needs to be clear.

BW confirmed that the event will be advertised in:

- Bromley Bulletin
- Parish News (March edition)
- Social Media

- Website
- All village notice boards

PR raised the point as to whether a separate leaflet drop is required. The group decided that all of the above would be sufficient. BW also confirmed that those who have given their e-mail address from previous consultation events will also be sent an invitation.

NP mentioned that it would be wise to notify all the landowners of the sites assessed in order to give them the opportunity to attend and put forward their view. The group agree to this approach.

**ACTION: NP to send contact addresses that ESBC have to BW.**

NP and CoH raised initial concern about the speed in which the site assessment work is progressing. They are supportive of the site assessment process as carried out and believe that the community involvement at the site selection criteria stage (in December 2016) has helped to add to the overall confidence. However, given that the group have already begun more detailed work with the favoured sites it may prove difficult for the community to comprehend all that has been done at the March event. It maybe preferable to run the event as a feedback on the site assessment process and then provide detail at a later stage on the process to start to work on the preferred sites.

BW and GH both made the point that as the process on site assessment is complete we are giving the community as early insight to the preferred proposals, nothing is agreed or fixed at this point – this is surely better then leaving more detailed discussion to the draft plan stage. We could if we wish just go straight to the draft plan, as there is no stipulation that we have to in effect add in another formal consultation step. This is giving the community more, not less say.

BW made the point that by adding in extra consultations, as we are it is adding to the workload that personally is becoming more and more difficult to balance. CoH mentioned that she has details of a planning consultant who is dedicated to NDP's and can provide assistance if needed on how to access the grant funding.

CoH and NP confirmed that crucially it is important to show your working at all stages. BW confirmed that a report was in draft which complements other draft documents such as the statement of community involvement, landscape and character assessment and reports of previous consultations. Efforts will be re-doubled to bring these documents forward.

In terms of the event it was agreed that:

AB will complete the posters and other display material for the site assessment work

TW and PM are in the process of doing the same for the traffic and parking displays and they will lead on all arrangements around this aspect

AB will provide display boards for the evening, TW will liaise with AB over this.

BW will provide the signing in/feedback sheets

TW will provide some "posting buckets" for people who wish to leave comments on the night

BW will bring the NDP pop up display, balloons, and banners

Room layout and other matters to be deferred to the next meeting

The group discussed providing a small presentation area as this will be more conducive to the large village hall setting. The group agreed that it would make sense to use a recorded video (which can be looped) that incorporates information about NDP's & updates on our work. This will leave group members free on the night to talk and engage with delegates which would be a better use of resource.

GH and BW to work with AB to bring this together.

**5. Update on meetings held with AB School (14<sup>th</sup> Feb & Weds 22<sup>nd</sup> Feb), update on Parish Council Site Assessment briefing (22<sup>nd</sup> Feb)**

(This item was not covered due to insufficient meeting time)

**6. Progress update - draft plan sections**

(This item was not covered due to insufficient meeting time)

**7. Date and time of next meeting**

The next meeting will be:

**Tuesday 28<sup>th</sup> February 2017 – Church House 19:00 – Upstairs room**

**ACTION: TW to confirm room booking.**