

MINUTES FROM NDP MEETING – 7pm CHURCH HOUSE 26th JULY 2018

Attendance: Chris Whorwood **CW**; Mike Hobbs **MH**; Greg Hall **GH**; Peter Male **PM**; Keith Baker **KB**; Julie Wheeldon **JW**

Apologies: Rob Humphries **RH**; Georgina Kelly **GK**

Co-opted Sec: Tom Wheeldon **TW**

Other attendees: NIL

There was an Agenda for the meeting which had previously been circulated to all committee members.

The Chairman called the meeting to order.

1. Apologies

As indicated above.

2. Review/Approve Draft minutes from 19th July 2018

Following a short discussion on a few minor changes to the Draft minutes, the committee agreed on the changes and the minutes were accepted as a full and accurate reflection of the discussions.

The 19th July 2018 minutes will be forwarded to Eric Roy and the PC for uploading to the NDP website.

ACTION: TW

3. Review ACTION Grid

The **ACTION** Grid was reviewed for any outstanding **ACTIONS** and updated accordingly.

4. Communication (received/sent)

MH provided an update on his meeting and discussions with Adela Appleby (the PC point of contact).

He also updated the committee on the brief that he had provided to the PC at the recent PC meeting.

The PC has been provided with a number of documents produced by the NP Committee, and their response to these is anticipated shortly. The subject matter included: Dedicated NDP website; ToR's; Communications.

ACTION: MH to communicate with the PC to request an early response to documentation provided at the PC meeting.

The PC acknowledged that there needs to be effective communication from them on a timelier basis, in relation to all relevant NDP business matters. Such matters will be dealt with through Email with a 'decision by' date rather than await monthly PC meetings.

The PC informed that funding will be available for engaging the services of an Independent Consultant to review and make recommendations of the NDP process so far.

The NDP group will work with the Consultant from the beginning; ensuring that all information relevant to the NDP process thus far (together with the wide public opinion) is available to support the Consultant's task.

The NDP group will be involved in discussions alongside the PC for implementing the Consultant's recommendations.

The Consultant will be able to assist the NDP group with advice on access to funding.

In summary, both of these meetings were very positive providing a firm base on which to move the NDP process forward.

ACTION: MH to gather information in order to justify any additional costs likely to be incurred with the NDP Committee's recommendations.

Group discussions on this point then commenced:

a) **KB** enquired of the primary role of the Consultant. **MH** commented that his view is that the Consultant will take ALL of the relevant information available, to ultimately assess the robustness of the previous NDP process – make recommendations in an open discussion with the NDP group and the PC in order to agree the way forward.

b) **PM** are we able to access the working brief provided to the Consultant?

ACTION: MH to contact PC for access to the Consultant's working brief.

c) **GH** commented that the PC have already advised that the Consultant will work with the NDP group from the beginning, but understands that visibility of the working brief would be helpful to the NDP group.

d) **MH** commented that he is quite content that the working brief will include everything required by the Consultant, but will actively seek to obtain a copy for NDP group visibility.

e) **KB** enquired if the PC is sufficiently briefed on the demands of producing a NP? **MH** emphasised that he has received assurance from the PC that they are fully aware of the demands for producing a NDP.

f) **GH** said that the preparation put in by **MH** ensured a quality presentation to the PC. The committee echoed the sentiment.

g) In conclusion **MH** stated that whilst the new NDP group are only in the preparation stage, there has been a good start to getting the NDP restarted; good working relationships are developing; and he is confident that any issues will be fully declared and discussed to amicable outcomes. Additionally, the PC are not opposed to the group creating an independent website pending resolution for funding.

h) **JW** requested that PC confirmation be given to proceed with work on producing the independent NDP dedicated website.

ACTION: MH to contact PC for their approval to proceed with website production in order that it is in place by the time the consultant starts his work.

i) **GH** suggested that the group produce their Vision & Objectives separately at the first occasion of being formally constituted.

j) A great deal of discussion ensued in relation to the dealing with/amendment of documents online. Some members had found the process difficult and confusing, and felt that dedicated round table discussions would be the most practical way of making changes to documentation with corrections being made subsequent to those discussions. All present agreed to wait until **RH** returned in order to seek his guidance to help determine the most appropriate way ahead.

ACTION: RH to advise the group on dealing with/amending documentation upon his return.

k) The group discussed drawing up a working timeline for dealing with the process from the 'earliest' Draft Plan date back to the present. Whilst there are many variables to consider in identifying the 'earliest' Draft Plan date the committee felt able to suggest March 2019. This date will now be focussed on in all future discussions.

l) The group discussed the merits for having a stall at Horn Dance Day (10th September 2018). It would be a great opportunity for both the NDP group and the PC to publicise the new NDP process to the Community.

ACTION: MH to communicate the idea to the PC in order to gauge their opinion for a stall at Horn Dance Day 2018.

ACTION: MH to seek ideas for the information that the PC may consider presenting at Horn Dance Day 2018.

ACTION: MH to contact PC for information on previous NDP group presentation material, and for access to be made to those materials for use this year 2018.

ACTION: MH to enquire if the PC will be ratifying the NDP group in its role at an EGM before Horn Dance Day 2018.

5. Update on Planning Applications (PA's)

GH there is no further update to date.

PM considered this topic important for understanding the PA climate during the NDP process.

Discussions on this topic touched on ESBC considering ALL documentation available in order to prompt the decision makers of PA's

GH emphasised that the public contribution is a most important part of this by informing the decision making process. Public contribution is equal to any other submission that may be expressed in relation to PA's.

CW in his opinion this would be a good topic to present at Horn Dance Day 2018.

The group felt that they needed to know more in relation to the PA process; possible use of Article 4 direction; Conservation Appraisal for Abbots Bromley; specific policies in the recently revised NPPF document; the SCC Historic Environment Appraisal and Historic England guidance for PA's in a Conservation Area; ESBC Local Plan. See the following links:-

[Article 4 directions information](#)

[Conservation Report 2015 - Abbots Bromley](#)

[National Planning Policy Framework 2018](#)

[SCC Historic Environment Survey - Abbots Bromley](#)

[Historic England - Neighbourhood Planning](#)

[ESBC Local Plan October 2015](#)

ACTION: TW to contact Anna Miller ESBC Planning Manager; Liz Knight ESBC Conservation Officer to come and brief the committee.

6. New business

- a) **ACTION:** JW to circulate review of recent Draft NPPF update.
 - b) **ACTION:** JW to circulate Neighbourhood Development Order (NDO) brief.
 - c) **ACTION:** MH to ask PC if the nominated Consultant has any experience with NDO's.
 - d) **ACTION:** ALL gain an understanding of NDO's
- e) **PM** enquire further to an Email he had sent to **MH**. **PM** stated that one of the main intentions of the current Draft Plan was to acquire land for 'Community Gain'. **PM** suggested that the group approach the PC to gauge their level of interest for having further assets brought under their charge through this kind of initiative?
- ACTION:** The NDP group to discuss the topic of 'Community Gain' land, and seek to approach the PC for their considered opinion.

7. AOB

- a) **MH** recommended that a 9pm target time be applied to all future meetings, with 9:30pm as the absolute limit. Those in attendance were in agreement.
- b) **JW/TW** will not be available until Thursday 23rd August.

8. Agenda, date and time of next meeting

These minutes will inform the items for the next Agenda.

ACTION: **MH** to produce Agenda and distribute for comment at least 48hrs before the meeting

All **ACTION** points to be processed. If there are any problems in completing **ACTION's** get in touch with the committee for assistance ASAP.

Next meeting: Thursday 2nd August 2018 – 7pm – Church House

ACTION: TW to book the room

There will be no NDP group meeting on Thursday 9th August