

MINUTES FROM NDP MEETING – 7pm CHURCH HOUSE
16th May 2019

Attendance: Peter Male **PM**; Keith Baker **KB**; Julie Wheeldon **JW**

Apologies: Georgina Kelly **GK**; Rob Humphries **RH**; Tom Wheeldon **TW** (Volunteer Secretary)

Other Attendees: NIL

The Vice Chairman **PM** called the meeting to order.

1. Update from PC meeting – Wednesday 15th May 2019

KB informed that at the PC meeting on Wednesday 15th May 2019 the three nominated Cllrs had been accepted to office, and two additional members of the community were co-opted. The Chair and Vice Chair had also been appointed.

In respect of the PC minutes produced for Wednesday 24th April 2019, these cannot be altered and cannot be signed as a true record of the discussions as the Cllrs at that time are no longer in office. However, the Draft minutes will be uploaded to the PC website in the usual way for record purposes. It wasn't clear whether they will be marked up accordingly.

It was noted that the PC minutes did not accurately record what had been said at the time? Some of these inaccuracies have been covered in the NDPG Approved minutes dated 25th April, 2019 and are available on the NDPG website.

It is felt that the declaration by the PC of having 'no knowledge of the independent survey conducted in 2018 was stretching the truth'. It is clearly recalled that on the 12th/13th May 2018, Borough Cllr Greg Hall had personally telephoned **TW** to enquire of the survey, and that Cllr Walters had called in to collect a copy of the survey questionnaire from Top Shop at a time prior to the 2018 Parish Assembly.

It was also incorrect for Cllr Walters to state that the "*New NDP group have been in full control of the process for the best part of 12 months.*" The new NDPG were only ratified by the PC to officially conduct NDP business on 26th September 2018.

2. Consultant update

JW the Consultant has reviewed the earlier 2015-2018 evolving Draft Plan and the report and 'Next Steps' recommendation was received on 10th May 2019.

The consultant has comprehensively reviewed and annotated the original evolving Draft Plan documentation, providing comments/observations/recommendations. He has noted that it is far from complete in terms of being Regulation 14 compliant.

He has also produced an 'Abbots Bromley Neighbourhood Plan Review and Next Steps' summary. It was agreed that the Consultant review should form the basis for the next Public Session and that it should be uploaded to the NDPG website.

ACTION: **JW** to arrange for the Consultant review to be uploaded to the website.

3. 'Locality' Funding

JW briefed that the 'Locality' funding portal is open. Contact has been made with the Parish Clerk to arrange a date and time to complete the online submission process. Hopefully this will be achieved in the next week but it is appreciated that the Clerk is extremely busy addressing the logistics and administration associated with setting up the new PC.

ACTION: **JW** to confirm successful submission of Locality funding application.

4. NDP Policy Sub headings

Following receipt of the Consultant review (which is available under the sub folder 'News' on the NDP website) the NDPG have cross referenced the headings with the ones the group had identified at the public session meeting on 9th May 2019 (recorded again below).

- HOUSING NEEDS (numbers, design, appearance, density...)
- FUTURE-PROOFING HOUSE DESIGN
- QUIET LANES (mental and physical well-being)
- TOURISM
- BROADBAND + MOBILE SIGNAL
- PROTECTING HISTORIC ENVIRONMENT (burbage plots, strip farming, shooting butts, lanes, hedgerows etc)
- PROTECTING NATURAL ENVIRONMENT (open spaces, trees etc)
- GREEN SPACES
- TRAFFIC AND PARKING
- PUBLIC PARKING
- NON-DESIGNATED LOCAL HERITAGE ASSETS (See Denstone NDP)
- KEY LANDSCAPE VIEWS
- OPEN SPACES (bowling green, play areas, tennis courts, village green, school playing fields etc)
- FLOODING

The above list is not exhaustive and is open for further inclusion/omission.

It was agreed that the Policy Map structure appearing in the Appendix at page 11 of the Consultant review covered all of the above albeit using slightly different terminology (with the exception of 'Tourism' and 'Quiet Lanes').

It was agreed that the group would follow the 'Next Step' recommendations at 6.1 page 10 of the report, specifically further engagement with the community on the new policy structure. The next NDPG public session meeting on 6th June 2019 will be used for this purpose.

ACTION: **JW** to prepare a document (possible Q and A) to highlight other possible sub policies for inclusion under the main policy headings to stimulate discussion with the community in order to establish what they would like to see included in addition to the consultants recommendations. Ideally this should be made available to the community for consideration prior to the Public Session.

ACTION: JW to write to the consultant to thank him for the work he has produced thus far, and enquire as to the requirements in terms of information/detail for each policy. It was felt that it would be beneficial for the Consultant to have a copy of the Village Design Statement and the Conservation Area Appraisal.

Public opinion will be sought at all times, as this is 'key' to ensuring that the NDP is inclusive and robust to scrutiny.

5. Housing Needs Assessment

Specifically on the topic of housing needs, the consultant's annotation at page 10 DC30 (of the earlier evolving Draft Plan) clarifies that "*A Housing Needs Assessment is an evidence based assessment. A Housing Needs Survey is consultation*".

The group reiterated the fact that at the Public Session on 2nd May 2019, the community was invited to assist in the analysis of data to help produce 'evidence' as to whether Abbots Bromley has a current housing need or not, and if so what type/mix of housing is required.

KB commented that he would attempt to 'lift some relevant data from the Toolkit's required data sources in order to establish possible areas of housing need'.

These areas of need would then require assessing against:

- Our current housing-stock to establish whether those needs were already being met.
- ESBC's projections to see whether we could offer housing-need support on a Borough-wide level.

This analysis is vital in order to inform the Draft Plan development policies.

6. NDPG (Public Session) 6th June 2019

The group members present considered that the next Public Session will be an appropriate occasion to discuss progress made thus far, and to explore the findings/ recommendations from the professional Consultant referred to at sub paras 2. and 4. above.

The session should run as a Workshop to consider:-

"Where We Are Now and The Way Forward" a review of the report produced by the 'Urban Vision' Consultant, whilst assessing the next steps and suggested 'Policy Map' for the structure of the policy section of Abbots Bromley's Neighbourhood Plan. The community is invited to attend to inform/decide the content and detail of this section of the Plan".

Please visit https://www.abbotsbromley.com/neighbourhood_plan for a copy of the report which can be found in the 'News' folder.

ACTION: ALL to consider an appropriate poster for the 6th June 2019 (Public Session).

ACTION: TW to distribute posters around village notice boards.

5. 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 next 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: 23rd May 2019 – 7pm – Church House

ACTION: TW to book the room.

**THE NEXT PUBLIC SESSION WILL BE ON THURSDAY 6th JUNE 2019
7pm CHURCH HOUSE.**

THE TOPIC FOR DISCUSSION WILL BE:

'REVIEW AND NEXT STEPS'