

MINUTES FROM NDP MEETING - 7pm Church House
5th March 2020

Attendance: Peter Male **PM**; Keith Baker **KB**; Malcolm Lockey **ML**; Paul Freeman **PF**
Tom Wheeldon **TW** (Volunteer Secretary)

Apologies Rob Humphries **RH**; Julie Wheeldon **JW**

“Any decision to establish future development within the parish (and more specifically within the main conurbation of Abbots Bromley) must meet with rigorous scrutiny of the available data and evidenced community need”

“The NDPG are committed to following established National and Borough guidelines, whilst representing community opinion for the creation of an effective and robust Neighbourhood Plan”

*In light of a previous meeting with a representative from ESBC Planning Department (see minutes dated 6th February 2020) these minutes wish to reflect that the following members of the group **PM**; **KB**; **ML**; **PF** met briefly on the 20th February 2020 to further discuss the way ahead, and to allocate tasks in relation to production of the NDP Policies.*

The purpose of this meeting is to review the work to date, and to plan progress for other elements of the Draft NDP production.

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

1. Discussions

a) **TW** provided an update of progress in collating the work completed thus far. Lever arch folders were provided to the group members present for individual use in establishing a workable way in which to deal with the evolving Draft Plan.

b) **PM** and **PF** provided an update of progress on one of the Policy topics that they were responsible for (eg Transport & Infrastructure TIN's 1,2,3 and 4). Work on this Policy is well underway and should be available soon for wider group review/discussion.

c) **KB** Drew attention to some environmental directives that must be considered when producing the future Design & Heritage Policy.

- i. the latest National Government Quality of air directive.
- ii. light and noise pollution created by any form of development.

d) It was considered essential to provide more detailed description of the many aspects of producing the Draft Plan by allocating the pertinent subject matter to Appendices in the Draft Plan. This is in accord with the advice given by the group Consultant, as well as 'best practice' of other successful Neighbourhood Development Plans.

Such Appendix topics suggested include:

- The National Planning Policy Framework (NPPF)
- ESBC Local Plan
- Building Design features
- Parish wide current Listed Buildings
- Local Listed Buildings (yet to be fully identified)
- Glossary of Terms
- Evidence of Community involvement

The above list whilst not being exhaustive will be added to as appropriate.

The Draft Plan should be presented in as brief a way as possible in order to unmistakably reflect the identified tone of Parish need, whilst not being too 'wordy' and subsequently susceptible to misinterpretation. Photographic images would assist greatly in achieving this.

e) Further discussion and updates on a range of existing Actions brought the meeting to a conclusion.

2. Next Steps

a) All group members in attendance were encouraged to make progress with outstanding ACTION's and bring them to a conclusion by the next meeting.

b) An aspirational target is set to bring the 1st Draft Plan together for public viewing by July 2020. Every effort should be made to achieve this (including the process required to 'roll out' to the Parish).

c) A formal NDP update report is required for submission to the PC in time for the May 2020 Parish Assembly.

3. Agenda, date and time of next meeting

These minutes will inform the items for the next Agenda.

ACTION: PM 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 **ACTIONS** get in touch with the committee for assistance ASAP.

Next meeting: **Thursday 19th March 2020 7pm – Church House**

ACTION: TW to book the room as appropriate.

THE NDPG ARE CURRENTLY SEEKING TO MAKE PROGRESS WITH PRODUCTION OF THE DRAFT NP. SUBSEQUENT PUBLIC SESSIONS WILL BE ADVISED ACCORDINGLY.

RESIDENTS ARE REMINDED THAT THEY ARE WELCOME TO COMMUNICATE WITH THE NDPG AT ANY TIME BY CONTACTING THE PARISH CLERK, OR THE NDPG SECRETARY.