

MINUTES of a meeting held at **7.00 p.m. on Wednesday, 18th July 2018**

Venue: Bank House, Harvington

Present:

Chris Haynes	Chairman
Kathy Haynes	Admin and PR
John Langley	Parish Council
Les Hancock	Transport
Gill Smith	Housing and Parish Council
Clive Allen	Environment
John Colebrook	Business
Maureen Hall	Secretary and Environment Group

1. **Apologies:** No apologies had been received.

2. The **Minutes of the last meeting** were approved, and signed by the Chairman.

3. **Chairman's Comments**

3.1. CH outlined the work he had already done in analysing the responses to the Parish Consultation on the Neighbourhood Plan. These had been divided into six sections:

- Positive comments;
- Neutral comments;
- Comments regarding errors;
- Questions and areas needing clarification;
- Changes required to the Plan
- Negative comments.

3.2 CH then outlined the computer programme he had designed to assist the Steering Group in analysing each comment, and deciding on action required.

3.3. It was agreed that a 'Frequently Asked Questions' section should be added to the Website.

3.4. It was noted that the Government's proposed changes to the Neighbourhood Planning process are expected imminently, although are not yet published. It was decided that the Steering Group would not wait for these, but would continue to analyse the responses and move the Plan forward. Any changes necessary could still be incorporated at a later date.

4. **Consideration of Responses to the Consultation**

4.1 **Positive Comments**

These were considered by the Steering Group. The majority of them required no action, but were noted. However, regarding the comments made by the County Council concerning energy, it was decided to revise the policy and incorporate the Council's comments as part of the Plan.

4.2 **Neutral comments**

These were considered by the Steering Group. The majority of these required no action, but were noted. Some were outside the purview of the Steering Group and required action by the Parish or County Councils. A list will be produced of such comments, and this will be passed to the Parish Council.

4.3 Errors

The majority of these concerned typographical or spelling errors. However:

- 4.3.1: It was agreed that the comments made by the Sports Council on Policy LF1 should be referred to the Consultant, Neal Pierce, for his comments and advice.
- 4.3.2: There were areas where policy wording will need to be revised in order to correct / clarify the policy. CH undertook to make the minor corrections. As with the previous draft plan, any substantive policy changes will be drawn to the attention of members of the parish council at a special meeting of the Steering Group, before the entire draft is submitted to the Parish Council.

4.4. Questions and Clarifications

- 4.4.1: The responses from Sports England will be referred to Neal Pearce for his advice.
- 4.4.2: Queries raised by Wychavon District Council: most of these will be referred to Neal Pearce.
- 4.4.3: Expansion of the Village Hall: It had been understood that the land to the rear of the Village Hall would be available for the expansion/use of the hall. However, a claim had been made that the land was owned by a third party, and it was decided that the Village Hall Committee would need to clarify this.
- 4.4.4: Some minor amendments would need to be made on other points raised, and CH undertook to do this, including references to evidence where appropriate.
- 4.4.5: Some of the questions raised were voiced by more than one respondent, and it was decided to include responses to these in the new FAQ section of the website.
- 4.4.6: Policy EH2 on Local Green Spaces will need to be examined further to ensure that all areas of value to the village had been included, and that the wording is accurate. It was decided that the area designated 'The Common' should be renamed, as the owner of the property had pointed out that this was not 'common land', but privately owned. CH undertook to make this correction.
- 4.4.7: Policy EH5 will also need to be reassessed to ensure that all views have been included, and that the evidence base is strengthened to justify the Policy.
- 4.4.7: The Tree List will also need double-checking to ensure that no trees on private land have been included.

5. Any Other Business

It was reiterated that, at this stage, the Steering Group can only make minor amendments that do not substantively change the Plan. All major changes would need to be referred to the Parish Council for approval.

8. Date and Time of Next Meeting

The next meeting will be held on **Wednesday, 25th July 2018, at 10.00 a.m.** in the Village Hall.