

**NEIGHBOURHOOD DEVELOPMENT
PLAN STEERING GROUP
MINUTES OF MEETING HELD
7pm Wednesday 4th September 2019**

Present Dr Chris Fabray (Chair), Cllr G Blackmoor, Mr P Crysell, Mr P Fisher, Ms V Harman, Mr I Hooper, Cllr B McEldowney, Mr P Sharp

In attendance Assistant Clerk: J Quinn

1. Chairman's Welcome

Dr Fabray welcomed everyone to the meeting and expressed appreciation to all Steering Group members for their work and in particular to Messrs Crysell and Sharp for their efforts in progressing specific aspects of the Neighbourhood Development Plan (NDP) and Mr I Hooper for preparing a PowerPoint on the proposed green spaces.

2. Apologies for absence

Cllrs M Knight and N Ward.

Cllr McEldowney informed the meeting that Cllr Knight had resigned from the Parish Council as he was moving out of the area. The Assistant Clerk pointed out that any resignation from the NDP Steering Group had to be made in writing.

3. Declarations of Interest (Members' Code of Conduct)

None

4. To consider members' written requests for dispensation, if requested

It was agreed to grant Mr I Hooper a three year dispensation as a person with property in the NDP area. The dispensation enables him to take part and if necessary vote in Steering Group meetings.

5. Adjournment of meeting for Public Question Time

There were no members of the public present, but Dr Fabray advised the meeting that some local residents had arrived before the start of the meeting but had decided not to stay.

6. Previous Minutes.

It was agreed that the minutes of the meeting held on 17th July 2019 were an accurate record.

7. To receive an update on the Housing Needs Assessment

It was noted that the third version of the Housing Needs Assessment report had now been received and was currently with Locality for review. The figure of 142 completions was thought to be incorrect probably due to incomplete and/or out of date information.

It was agreed that Mr P Crysell would contact Bromsgrove District Council (BDC) to obtain the latest land availability data.

It was noted that there was a need to address the issues of affordability, house types and the needs of older people.

8. To receive an update on detailed site assessments

It was noted that Mr P Crysell had met the consultant carrying out the assessment on 18th July 2019. All 25 sites were not inspected as the consultant had advised that only those sites put forward for development by the owners could be considered. However he had recorded site 12 as not being available when in fact it was and there was also inconsistency in his consideration of sites that had been included in BDC's SHELAA.

It was agreed that Messrs Crysell and Fabray will address these issues with the consultant.

9. To receive an update on the preparation of a design code

It was noted that the initial approval from Locality had been obtained but final confirmation was still awaited.

10. To receive an update on the Green Infrastructure Strategy

It was noted that the evolving strategy was based around "Green Corridors" and a plan was circulated showing draft proposals. It was also noted that the Meadow formed an isolated green space with no current connections to the draft network of green corridors.

It was agreed that there was need for the strategy to show connections with surrounding areas in respect of both existing and proposed green infrastructure.

It was agreed that Mr P Crysell would liaise with BDC on this matter. It was noted that there may also be a need, where appropriate, to liaise with adjoining parish councils.

It was agreed that the draft Green Infrastructure Strategy would now proceed to public consultation through the medium of the parish magazine, the next edition of which is due in late October. The copy for the magazine would also include a response for residents to complete and return in the pre-paid envelope provided. Messrs Sharp, Fabray and Hooper would prepare the copy liaising, via Cllr Masters, with the printers used by the Parish Council. Dr Fabray would contact the Parish Clerk in respect of the financial implications and to obtain the Post Office licence.

It was agreed that the draft Green Infrastructure Strategy would be form part of the next liaison meeting with BDC on 23rd September. Mr P Crysell undertook to obtain, for Mr P Sharp, contact details of the relevant person in BDC.

11. Review of project timetable

Dr Fabray reminded the meeting that it was still intended to aim for completion of the final draft of the Neighbourhood Development Plan Report by the end of the year.

It was agreed to establish a working group to revise and update the existing draft report.

The working group would comprise Dr C Fabray; Mr P Crysell and Cllr B McEldowney with Mr P Sharp inputting as and when available.

12. To agree a time, date and venue for the next Neighbourhood Development Plan Steering Group

It was agreed that the next Steering Group would be on Wednesday 4th December 2019 at 19:00 hrs in Catshill Baptist Church meeting room (subject to availability).

The meeting ended at 20.30hrs.

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Chairman, Neighbourhood Plan Steering Group

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Date