



**Minutes of the Neighbourhood Plan Committee meeting held at 10.30am on Monday
8 October in the Parish Council office at 80 Hewell Road, Barnt Green**

Present: Cllrs Alun Davies, Doreen Hawkley, Charles Hotham, John Jagger and Susan Whitehand (Chair).

In attendance: The Executive Officer

13/12 Apologies

There were no apologies.

14/12 Declarations of Interest

Cllr Hotham advised that he owned land adjacent to, but outside of, the parish boundary.

There were no other declarations of interest.

15/12 Minutes of the Neighbourhood Plan Committee dated 3 September 2012

The minutes of the meeting dated 3 September 2012 were approved and signed.

16/12 Minutes of the Public Meeting dated 13 September 2012

The minutes of the Public Meeting dated 13 September 2012 were approved and signed.

No Parishioners attended the meeting

17/12 Chair's Report

The Chair reiterated her report to the Parish Council on 24 September 2012.

Cllrs were asked to review the draft *Statement of Community Involvement* and to forward comments to the Chair.

Cllrs agreed that it was important to be led by the community as to the scope of the Neighbourhood Plan (the Plan) and noted that although the Committee had identified 5 possible themes not all of these might be prioritised by the community.

It was agreed that District and County Councillors linked to the Parish Council be invite to future Committee meetings together with Mike Dunphy of Bromsgrove District Council.



18/12 Public meeting dated 10 November 2012

Cllrs noted that the Friends' Meeting House was booked to facilitate a drop-in consultation between 11.00am and 3.00pm.

Cllrs agreed that:

- (i) the purpose of the meeting was to seek the views of the community and to consult them about the issues to be included within the Plan;
- (ii) in addition to planned advertising, cllrs would contact friends and neighbours encouraging them to respond to the consultation;
- (iii) the Chair and Executive Officer should draft a questionnaire, for use on 10 November, which will obtain meaningful feedback from the community;
- (iv) A1 display boards, different coloured post-it notes, board pins and appropriate signage were required.

19/12 Neighbourhood Plan Working Groups

Cllrs noted the willingness of Richard Miller, Douglas Allenby and Malcolm Shine to provide working groups with appropriate professional support but agreed that no formal approach be made until the feedback provided by the community had been analysed and the Committee had a better idea of the scope of the Plan and the working groups required.

Cllrs agreed to canvass those attending the drop-in on 10 November and to identify those willing to act as a community representative on working groups created by the Committee.

20/12 Joint Parish Forum dated 12 November 2012

Cllrs agreed that although the Council had defined the area of the Plan the Committee should seek to co-operate with neighbouring parishes.

21/12 Budget

It was agreed that a 2013/14 Neighbourhood Plan Committee budget of £3,000 be recommended to the Council.

The meeting closed at 12.45pm.

Signed: _____
Susan Whitehand, Chair

Date: 5 November 2012