



Barnt Green Parish Council



Minutes of the Neighbourhood Plan Committee meeting held at 10.30am on Monday 3 September in the Parish Council office at 80 Hewell Road, Barnt Green

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

In attendance: The Executive Officer

1/12 Election of Chair

Susan Whitehand was elected as Chair of the Neighbourhood Plan Committee (NPC).

2/12 Apologies

There were no apologies.

3/12 Declarations of Interest

Cllr Hotham advised that he owned land adjacent to the parish boundary. There were no other declarations of interest.

4/12 Terms of reference

Cllrs received the terms of reference for the NPC which had been approved by the full parish council (Appendix 1).

5/12 National Planning Policy

Cllrs considered a document containing relevant extracts from the National Planning Policy Framework document (Appendix 2). It was agreed that the document be added to the NPC library.

6/12 Local Planning Policy

Cllrs noted the importance of:

- linking the Neighbourhood Plan (the Plan) to Bromsgrove's Core Strategy 3 document which is due for release later this year;
- securing the engagement of the local community through meaningful consultation;
- obtaining a wide and accurate evidence base for the findings and recommendations arising from the Plan.

7/12 Defining the area of the Neighbourhood Plan

It was agreed that the parish boundary will define the area of the Plan.



8/12 Themes

Cllrs felt that the central themes likely to emerge from the NP consultation process will relate to:

- housing – guiding policy, location and character;
- local economy – encouraging local retail and business opportunities;
- infrastructure – improving facilities and community services;
- conservation – preserving and protecting the local landscape;
- environment – identifying and enhancing valued elements of the village.

9/12 Working Groups

As a starting point, it was agreed to create the following working groups:

- Housing , Economy and Infrastructure;
- Conservation and Environment.

It was further agreed that, at commencement, representation on the working groups should be:

- Susan Whitehand;
- 2 parish councillors;
- 2 community representatives;
- 2 persons identified by the NPC as possessing appropriate professional expertise.

it was noted that the Executive Officer's contribution to the working groups will be to attend and minute.

10/12 Budget

In order to keep costs to a minimum it was agreed that:

- the use of external professional support will be kept to a minimum;
- members of the working groups, together with community volunteers, will undertake the actions arising from the meetings.

It was noted that the Finance Group are due to consider this issue on 10 September.

11/12 Public meeting

The agenda of the meeting will be:

- (a) Welcome and introductions (Cllr Jagger);
- (b) Neighbourhood Planning: a quick guide (Cllr Whitehand);
- (c) Potential issues – short presentations on:
 - Housing needs (Cllr Davies);
 - Environment (Cllr Hawkley);
 - Community services and sustainability (Cllr Hotham);



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- Local economy (Cllr Jagger).
- (d) Break-out discussion groups;
- (e) How can I participate? (Cllr Whitehand);
- (f) Approval to proceed (Cllr Jagger).

The following time line was agreed following the public meeting:

- (i) interested parties be invited to submit initial comments to the parish council on any issues raised at the meeting up to Friday 19 October;
- (ii) the NPC meet during late October/early November to consider the comments received;
- (iii) subject to available rooms, a further public meeting be held on 10 November 2012 in order to:
 - confirm the NP themes;
 - reflect back to the community the initial comments received;
 - elect two community representatives to each of the working groups;
 - outline the next stages in the development of the NP.

The meeting closed at 12.15pm.

Signed: _____
Susan Whitehand, Chair

Date: 8 October 2012