



**Minutes of the Neighbourhood Plan Committee meeting held at 10.30am on Monday  
4 February 2013 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, Tim Collard (Strategic Planning Team, Bromsgrove District Council)

**38/12 Apologies**

None.

**39/12 Declarations of Interest**

There were no declarations of interest.

The Parish Council dispensation dated Monday 26 November 2012 applies.

**40/12 Minutes of the Neighbourhood Plan Committee dated 5 November 2012**

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

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| No Parishioners attended the meeting |
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**41/12 Chair's Report**

The Chair welcomed Tim Collard and reported that:

- (i) Mike Dunphy had reviewed the committee terms of reference and indicated that he felt they were fit for purpose;
- (ii) the Office of National Statistics had published the 2011 census data for the parish.

Councillors were encouraged to review the library documents distributed.

Tim Collard indicated that the District Council had completed the Sustainability Report underpinning the Core Strategy and that the document was available to view. Tim advised that it was unlikely that such a comprehensive document would be required to support the parish council's neighbourhood plan submission.



#### **42/12 Consulting stakeholder groups**

Councillors reviewed the list of consultation groups and agreed to update the document on a weekly basis so that committee members were kept up to date with consultation arrangements.

The Executive Officer was asked to:

- (i) prepare an email for use by the Social Club in advance of the consultations on 22 and 23 February;
- (ii) make the consultation literature and questionnaire available on the parish council website;
- (iii) explore the possibility of creating an online questionnaire;
- (iv) prepare 200 shortened presentation packs.

Councillors agreed the following resources:

- (a) small presentations  
shortened presentation literature, map and questionnaire
- (b) medium presentations  
as above plus two easels for large map and photographs
- (c) larger presentations  
As for the public consultation in November 2012

#### **43/12 Project plan, vision and objectives**

The Chair advised that the neighbourhood plan for Thame in Oxfordshire - one of the government's front runners - had been submitted to South Oxfordshire District Council. If passed by the examiner, the council will organise a local referendum on the plan and if it wins more than 50 per cent votes from residents, it will be adopted as part of the district development plan and used to determine planning applications. The Chair recommended that Councillors visit the Thame Town Council website.

The Chair advised that, in response to the Committee's bid for training support, CPRE had requested details of the council's plan, vision and objectives. The Chair indicated that drafts of these documents would be available for the next meeting.

#### **44/12 Correspondence**

12/1202: Bromsgrove District Council (23 Jan 2013) confirming that the parish council's application that Barnt Green be designated a neighbourhood area for the purposes of preparing a Neighbourhood Plan had been approved.



## Barnt Green Parish Council



### 45/12 Date of next meeting

Monday 4 March 2013 at 10.30am in the Parish Council office was agreed.

The Chair thanked Tim Collard for attending and for his helpful contribution.

The meeting closed at 12.25pm.

Signed: \_\_\_\_\_  
Susan Whitehand, Chair

Date: 4 March 2013