

Draft Minutes of Stoke Golding Parish Council

Neighbourhood Plan Advisory Committee

Minutes of the 36th meeting of the Neighbourhood Plan Advisory Committee held in the Methodist Church Hall on Monday 1st April 2019

Attendance: Sarah Beale (SB) (chair), Bernard Lamb (BL), Mervin Ward (MW), Ruth Fisher (RF), Rob Gaskin (RG), Rachel Terhegge (RT). One resident attended

36/1 To receive apologies for absence:

- It was **NOTED** apologies were received from Ruth Fisher

36/2 To receive declarations of interest on items on the agenda and dispensations:

- It was **NOTED** there were none

36/3 To confirm the minutes of the 35th meeting of the Neighbourhood Plan Advisory Committee:

It was **RESOLVED** that the minutes of the NPAC meeting held on 18th March 2019 were unanimously **AGREED** and the Chairman signed the minutes of the 35th meeting as a correct record of the meeting.

36/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:

- It was **NOTED** there were none

36/5 To consider procedural matters

- It was **NOTED** that Purdah limitations would not affect the routine work of the NPAC. Any restrictions that might apply to business would cease after the local elections on 2nd May 2019.

36/6 To receive the minutes and update from the sub-committee

The following was **RESOLVED**: that the minutes of the 14th March meeting were **AGREED**

- It was **NOTED** that the sub committee has updated its Terms of Reference as agreed at NPAC meeting 18th March
- It was **NOTED** that CW had accepted as a credible argument the points on housing numbers and had written a paper accordingly to present to HBBC to determine Stoke Golding's housing need for the period 2016 to 2036.
- It was **AGREED** that this paper should be presented to the PC for approval before submission to HBBC.
- It was **NOTED** that CW had accepted the Site Evaluation Criteria as revised by BL. **ACTION:** BL to forward to all committee members.
- It was **NOTED** that the site data cleansing exercise has been almost completed by RG. **ACTION:** SB to contact HBBC for clarification on details on two sites.
- It was **AGREED** that a full day should be allocated to undertake the Site Allocation exercise and CW will be asked to oversee it.

36/7 To consider the Vision for Stoke Golding

The following was **RESOLVED**:

- It was **NOTED** that this be deferred to another meeting

36/8 To consider the draft plan

The following was **RESOLVED**:

- It was **NOTED** that work was continuing to draft the policies. There will be 6 sections plus the introduction and the vision.
- It was **NOTED** that Local Green Space and Employment sections were complete; Heritage is nearly finished (SB & RF), Services and Infrastructure were being worked upon (BL & RG); Housing was a sub-committee project; Rural Character was pending.
- **ACTION:** SB to contact volunteer to assist collating the full document
- **ACTION:** MW to start drafting the introduction
- It was **NOTED** that CW had suggested that maps should be used to accompany information in the Plan. **ACTION:** SB to look at 'Parish on line' site and to send details of Ordinance Survey site to RG.

- It was **AGREED** that MF should be asked to submit photographs of the village to a list of areas as required by committee.

36/9 To consider consultant matters

The following was **RESOLVED**:

- It was **AGREED** that CW will be asked to attend meetings as required

36/10 To consider funding

The following was **RESOLVED**:

- It was **NOTED** that the financial year ended 31st March and so the committee had been unable to claim Locality Fund money until the new financial year. **ACTION**: SB to make a claim for funding
- It was **NOTED** that TC (PC financial officer) has sent a statement of account which shows a balance of £1831.79 available for petty expenditure and room hire.
- **ACTION**: To request additional funding from the PC for the map site expenditure.

36/11 Public participation – to consider any comments by the public on items on the agenda:

The following was **RESOLVED**:

- It was **NOTED** that if the housing need was set at 25 it would not necessarily exclude larger sites. Each site would be evaluated on its merits according to the site allocation criteria.

36/12 To receive and consider such communications as received by the Chair

The following was **RESOLVED**:

- It was **NOTED** there were none.

36/13 To consider items needed to be brought to public's attention

The following was **RESOLVED**:

- It was **NOTED** there were no items.

36/14 To consider future agenda items

The following was **RESOLVED**:

- It was **AGREED** to consider how to update the public with progress of the Plan

36/15 Date for the next meeting

The following was **RESOLVED**:

- It was **NOTED** that the date of the next meeting is Monday 15th April 2019
- Apologies were submitted by RT for the next meeting

The meeting closed at 8.15pm