

Minutes of Stoke Golding Parish Council

Neighbourhood Plan Advisory Committee

Minutes of the 42nd meeting of the Neighbourhood Plan Advisory Committee held in the Methodist Church Hall on Monday 8th July 2019

Attendance: Sarah Beale (SB) (chair), Bernard Lamb (BL), Mervin Ward (MW), Rob Gaskin (RG), Ruth Fisher (RF), Rachel Terheege (RT), Colin Wilkinson (CW) consultant and two residents

42/1 To receive apologies for absence:

- It was **NOTED** there were none

42/2 To receive declarations of interest on items on the agenda and dispensations:

- It was **NOTED** there were none

42/3 To confirm the minutes of the 41st meeting of the Neighbourhood Plan Advisory Committee:

It was **RESOLVED** that the minutes of the NPAC meeting held on 24 June 2019 were unanimously **AGREED** and the Chairman signed the minutes of the 41st meeting as a correct record of the meeting.

42/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:

- It was **NOTED** there were none

42/5 To consider procedural matters

- It was **NOTED** that Parish Councillors have been invited to attend the next NP workshop to update them on the NP process. Legal Topic Note 1 (LTN1) will apply and Councillors not on the NPAC committee will be able to observe but not vote.

42/6 To receive the minutes and update from the sub-committee

The following was **RESOLVED** that there had been no further meeting and so no minutes to approve.

- It was **NOTED** that BL has updated all the analysis documents relating to the 13 sites with information on TPOs and distance criteria.

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42/7 To consider the Vision for Stoke Golding

The following was **RESOLVED**:

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

42/8 To consider the draft plan

The following was **RESOLVED** that CW has received all the documents from the NPAC

- It was **NOTED** that CW should be able to deliver the draft plan (excluding the housing section) by mid-August as he had received 85% of this from the NPAC
- It was **NOTED** that this draft would be subject to amendments so he would send it out to NPAC members via the most suitable medium to show text, photos and maps
- It was **NOTED** that the Heritage section required additional information on notable buildings
- It was **NOTED** that key points on the evidence base would be contained in the policies but the bulk of the evidence would be held on a website for scrutiny by the examiner and other interested parties.
- It was **NOTED** that CW would make recommendations for further research where appropriate in anticipation of any questions from the examiner.
- It was **AGREED** that there should be several copies of the back-up of the time line which SB and RT held.

42/9 To consider consultant matters

The following was **RESOLVED**:

- It was **AGREED** that SB would send CW the password to access 'Parish on line' for detailed mapping information.

42/10 To consider funding

The following was **RESOLVED**:

- It was **NOTED** that TC (parish clerk) has sent an up to date account of funding held for the hire of the hall and other small expenses
- It was **AGREED** that CW would forward an estimated budget required to complete expected tasks for the financial year. He would then help to apply for a grant to cover this.
- It was **NOTED** that once the Plan was presented to HBBC (probably in the next tax year), HBBC would be responsible for the major expenditure but there may be amendments to budget for.

42/11 To consider future communication and consultation with residents:

The following was **RESOLVED**:

- It was **NOTED** that SB has put a leaflet on the notice board and on the CO-OP website
- It was **AGREED** that SB & RF will prepare an update for the village website and once checked for accessibility and agreed by NPAC members it would be put on line and the group will be advised that it is online
- It was **NOTED** that there will be an open event in September / October
- It was **NOTED** that the Parish Council is sending out a newsletter to include information about the notification that HBBC has a shortfall in its five-year housing plan and the relevance to the village.
- It was **NOTED** that CW has observed a site in the village that may be of interest and it was **AGREED** that SB would make further enquiries from HBBC.

42/12 To consider site assessment workshop

The following was **RESOLVED**:

- It was **NOTED** that the workshop would be in two sections. The first part would be a short explanation for Parish Councillors of the NP site allocation process to date. The second part would be to continue with the site assessment.

42/13 Public participation – to consider any comments or questions by the public on items on the agenda

- It was **NOTED** that the residents thought there was good progress

42/14 To receive and consider such communications as received by the Chair

The following was **RESOLVED**:

- It was **NOTED** that SB had received a request from HBBC for information that the NPAC had received from landowners in response to letters sent to them, to be passed to HBBC. It was **AGREED** to seek further advice regarding data protection issues and refer the matter to the next PC meeting.
- It was **NOTED** that SB had been notified that the PC has received a request from a developer to meet regarding a site in the village. It was **AGREED** that all relevant sites should be treated the same and it would be appropriate to speak to all developers at the appropriate time

42/15 To consider items needed to be brought to public's attention

The following was **RESOLVED**:

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

42/16 To consider future agenda items

The following was **RESOLVED**:

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

42/17 Date for the next meeting

The following was **RESOLVED**:

- It was **NOTED** that the date of the next meeting is Monday 5th August 2019
- Apologies were submitted by RT for the next meeting

The meeting closed at 8.24pm