

Minutes of Stoke Golding Parish Council

Neighbourhood Plan Advisory Committee

Minutes of the 30th meeting of the Neighbourhood Plan Advisory Committee held in the Methodist Church Hall on Monday 21st January 2019

Attendance: Jim Hope (JH), Bernard Lamb (BL), Mervin Ward (MW), Robert Gaskin (RG) & Rachel Terhege (RT). Two residents attended.

31/1 To receive apologies for absence: Ruth Fisher & Sarah Beale

31/2 To receive declarations of interest on items on the agenda and dispensations:

The following was **RESOLVED**:

- It was **NOTED** that JH declared an interest in sites AS537 and LPR41 due to development of the sites increasing traffic along the road he lives on and requested a dispensation
- It was **AGREED** to accept the dispensation request allowing JH to participate in discussion and vote on all matters relating to AS537 and LPR41 in this meeting and future meetings.

31/3 To confirm the minutes of the 30th meeting of the Neighbourhood Plan Advisory Committee:

It was **RESOLVED** that the minutes of the NPAC meeting held on 7th January were unanimously **AGREED** and the Chairman signed the minutes of the 30th meeting as a correct record of the meeting.

31/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:

- It was **AGREED** there were no matters arising from previous decisions of the NPAC not covered by the agenda.

31/5 To update on Planners

The following was **RESOLVED**:

- It was **NOTED** following email correspondence with planners that they would not recommend specific consultants nor had they any objections to ones proposed.
- To **ACTION** contact planners with specific errors found within the SHELAA document and for further clarification on this document from them.

31/6 To update on Consultants

The following was **RESOLVED**:

- It was **NOTED** Parish council require clarification on NPAC decision to no longer use Kirkwell consultants. Parish Council require three quotes from other consultants before alternative can be pursued.
- It was **AGREED** that JH to seek out additional quotations from consultants.
- It was **RECOMMENDED** these consultants be picked based on locality and recommendation.
- To **ACTION** JH obtain additional quotation from consultants.
- TO **ACTION** MW seek clarity from Locality in regard to grant money.

31/7 To receive the minutes and update from the Consultation Subcommittee Meeting

The following was **RESOLVED**:

- It was **NOTED** from Parish Council any subcommittee to be issued with terms of reference.
- It was **AGREED** terms of reference for current subcommittee being housing requirements, site evaluation criteria and SHELAA assessment.

31/8 To consider permissions on release data

The following was **RESOLVED**:

- It was **NOTED** AW volunteering with the planning subcommittee required access to relevant correspondence and NPAC documentation.
- To **ACTION** contact AW and ask him to sign Parish Council code of conduct to enable such documentation to be continued to be sent to him.

31/9 To update on A Vision for Stoke Golding

The following was **RESOLVED**:

- It was **AGREED** to defer this to a future meeting.

31/10 To consider Reviewing Neighbourhood Plan Policies to date and writing The Neighbourhood Plan

The following was **RESOLVED**:

- It was **NOTED** contents document for a Neighbourhood plan has been drawn up taking inspiration from other local Neighbourhood plans (Sheepy & Broughton Astley) along with previous work on Stoke plan.
- It was **RECOMMENDED** this contents document form the basis of sections to be used within the plan. Seven sections as well as foreword.
- It was **RECOMMENDED** to amalgamate closely related topics and only split them out should they make the overall section too extensive. Example, the importance of separation between Dadlington and Stoke Golding should fall within the Green and open spaces section.
- It was **AGREED** two working parties of two people to draft two different sections to then allow review of style used.
- To **ACTION** MW + BL to draft Employment and Business section. RG + JH to draft Green spaces section.

31/11 Public participation – to consider any comments or questions by the public on items on the agenda

The following was **RESOLVED**:

- It was **NOTED** the importance of document control including electronic document control to prevent duplication and confusion when collating various sections of the plan.

31/12 To receive and consider such communications as received by the Chair

The following was **RESOLVED**:

- It was **NOTED** that should NPAC require procedural clarification from Parish council that these requests be made in the minutes of the NPAC meetings.

Written

- Note taking and minute template was **NOTED**.

31/13 To consider items needed to be brought to public's attention

The following was **RESOLVED**:

- It was **NOTED** Stoke Golding website is accessibility compliant and further information on Neighbourhood plan can be found there.

31/14 To consider future agenda items

The following was **RESOLVED**:

- To consider bringing an article in the recent Stoker publication to the next meeting to discuss was **NOTED**.

31/15 Date for the next meeting

The following was **RESOLVED**:

- It was **NOTED** that the date of the next meeting is 04/02/19

The meeting closed at 08:55pm