

Minutes of Stoke Golding Parish Council

Neighbourhood Plan Advisory Committee

Minutes of the 66th meeting of the Neighbourhood Plan Advisory Committee held via virtual conferencing on Monday 3rd August 2020

Attendance: Mervyn Ward (MW) chair, Rachel Terheege (RT), Ruth Fisher (RF), Brian Ninness (BN) and 1 resident

66/1 To receive apologies for absence: Bernard Lamb (BL) who has resigned from the committee. MW was sorry to lose him and thanked him for all his hard work

66/2 To receive declarations of interest on items on the agenda and dispensations:

- It was **NOTED** that all members declared an interest as residents of the village and the PC clerk has produced a form for all members to sign at the next actual meeting.

66/3 To confirm the minutes of the 65th meeting of the Neighbourhood Plan Advisory Committee:

- It was **RESOLVED** that the minutes of the NPAC meeting held on 20th July 2020 were unanimously **AGREED** and the Chairman signed the minutes of the 65th meeting as a correct record of the meeting.

66/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:

- It was **NOTED** there were none

66/5 To consider procedural matters

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

66/6 To receive the minutes and update from the sub-committee

- It was **NOTED** that there were no signed minutes from the previous sub-committee meetings

66/7 To consider the draft Neighbourhood Plan

The following was **RESOLVED:**

- It was **NOTED** that a notice regarding the revised reserve site has been put on the Parish Noticeboard
- It was **NOTED** that HBBC has sent out information regarding the need to review NPs, which contained advice that the housing number could be calculated in relation to the population. This committee had considered this method but had rejected it.

66/8 To consider the plan of work for completing the NP process

The following was **RESOLVED:**

- It was **NOTED** that an updated time plan has been sent to HBBC and to Friends of the Community

66/9 To consider funding

The following was **RESOLVED:**

- It was **NOTED** that there was none

66/10 To consider consultant matters

The following was **RESOLVED:**

- It was **NOTED** that there was none

66/11 To consider Strategic Environmental Assessment (SEA)

The following was **RESOLVED**:

- It was **NOTED** that SEA request had gone out to consultants and some reports were back
- It was **NOTED** that IK would start his draft report soon and may require further information. It was agreed that MW will answer any query where possible.

66/12 To consider future communication and consultation with residents, including the regulation 14 consultation:

The following was **RESOLVED**:

a) Communication with village

- It was **NOTED** that MW had produced a draft of an update for the Stoker magazine which members thought could contain more detail. MW will send round an amended version.
- It was **NOTED** that it should refer to Village website not Parish website.

b) Consultation

- It was **NOTED** that HBBC has sent guidance on consultations.
- It was **AGREED** to send a communications plan to HBBC to show how we intend to notify the village – action MW to draft, check with CW, circulate to NPAC for comment, finally send to HBBC Planning.

c) leaflet

- It was **NOTED** that CW has sent two samples of leaflet, one 2 pages and the other 8 pages.
- It was **NOTED** that a shorter version was preferred -action RF to take appraisal sample to MW to assess, MW to produce a draft leaflet and circulate to NPAC for comment.
- It was **NOTED** that it would be necessary to find a central place where people could view a copy of the NP, if libraries are not available. MW to seek advice from CW.

d) List of other consultees

- It was **NOTED** that RCC had sent a list of 50 bodies that should be notified of the Regulation 14 consultation. MW to confirm the list with CW.
- It was **NOTED** that emails would be sent to notify all 50.

e) Hard Copies

- It was **NOTED** that we may require hard copies for anyone requesting one. RCC will not print them but HBBC might, if not we would have to pay for printing – action MW to ask HBBC, RT to obtain a quote for 30 copies.

f) Evidence base

- It was **NOTED** that CW had sent MW a list of documents that should be included in the evidence which include documents that we held and documents from external sources- action MW to forward list to members.

66/13 To receive and consider such communications as received by the Chair

The following was **RESOLVED**:

- It was **NOTED** that there was correspondence from:
- 21/7 Chair of Friends of the Community - request for copy of our plan
- 22/7 CW – examples of leaflets
- 27/7 RCC – contacts & printing
- 28/7 RD – Guidance on NP Consultations during Covid
- 29/7 AECOM updates
- 1/8 Stoker request for article
- 3/8 CW – Evidence base

66/14 To consider items needed to be brought to public's attention

The following was **RESOLVED**:

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

66/15 Public participation – to consider any comments or questions by the public on items on the agenda

- It was **NOTED** that a resident asked if all 50 consultees could comment on the NP. Comments would have to be noted and a decision made whether to action or not.

66/16 To consider future agenda items

The following was **RESOLVED**:

- It was **NOTED** that there was none

66/17 Date for the next meeting

The following was **RESOLVED**:

- It was **NOTED** the date of the next meeting is 7pm, Tuesday 18th August via virtual conferencing.

The meeting closed at 8.05pm