

**Minutes of Stoke Golding Parish Council**

**Neighbourhood Plan Advisory Committee**

Minutes of the 71st meeting of the Neighbourhood Plan Advisory Committee held via virtual conferencing on Monday 12<sup>th</sup> October 2020

- **Attendance:** Mervyn Ward (MW) chair, Rachel Terheege (RT), Brian Ninness (BN), Ruth Fisher (RF), Colin Wilkinson (CW) consultant, and one resident.

**71/1 To receive apologies for absence:**

- It was **NOTED** apologies were none

**71/2 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.

**71/3 To confirm the minutes of the 70th meeting of the Neighbourhood Plan Advisory Committee:**

- It was **RESOLVED** that the minutes of the NPAC meeting held on 28th September 2020 were unanimously **AGREED** and the Chairman signed the minutes of the 70<sup>th</sup> meeting as a correct record of the meeting.

**71/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:**

- It was **NOTED** there were none

**71/5 To consider procedural matters**

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

**71/6 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

**71/7 To consider the draft Neighbourhood Plan**

The following was **RESOLVED:**

- It was **NOTED** that CW has incorporated most of the amendments into the document
- It was **NOTED** and **AGREED** that CW had amended SG7 to incorporate permission for areas of agriculture and forestry
- It was **NOTED** that one rural view and associated photograph was to be removed and another to be adapted as they were taken from outside the NP designated area
- It was **NOTED** that CW recommended completing the action to have village green spaces nominated as Local Green Spaces. Despite the NPAC having previously decided that this was not necessary, it was **AGREED** to use one site as a sample case and try to complete the forms. Action: MW to send a sample form to RT, RF and BN so that all four can work on the Laburnum Gardens green space.
- It was **NOTED** that CW has added a new policy (SG13) which will add greater protection to trees and hedges than the suggested original.
- It was **AGREED** that a glossary will not be necessary as there are many hyperlinks throughout the document. This decision could be changed later if thought necessary.
- It was **NOTED** that CW confirmed that the latest version of the draft plan is accessible via the latest Word software. He needs to confirm that the draft plan meets the detailed accessibility protocols. MW to confirm with Parish Clerk that the training guide sent by HBBC specifies all

the necessary protocols and , if so, send the training guide to CW to set out our detailed accessibility requirements.

- It was **NOTED** that all documents need to conform to the data protection laws.

#### **71/8 To consider the plan of work for completing the NP process**

The following was **RESOLVED**:

- It was **NOTED** that BN is transferring the time plan to an excel document which will be accessible. The plan will be updated where necessary following receipt of the SEA Report

#### **71/9 To consider funding**

The following was **RESOLVED**:

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

#### **71/10 To consider consultant matters**

The following was **RESOLVED**:

- It was **NOTED** that CW advised that changes to the calculation of housing need were being considered which could lead to the required annual number for HBBC increasing from around 450 to around 900 if implemented and would have a knock on effect on rural villages.
- It was **NOTED** that CW advised that proposed changes to the requirement for affordable houses on new developments were also being considered which would change from 10 to 40 or more which would lead to fewer social housing availability. Of those affordable houses 25% would be for first time buyers.
- It was **NOTED** that CW advised that the proposed planning for the future which is also under consideration would lead to development zones which may reduce the input from local communities.

#### **71/11 To consider Strategic Environmental Assessment (SEA)**

The following was **RESOLVED**:

- It was **NOTED** that IK from AECOM reported that he hoped to be starting the review process soon
- It was **NOTED** that IK has questioned how the NPAC knew about the Mulberry farm, White Swan and Hinckley Road sites. MW to reply to IK.
- It was **NOTED** that CW was asked to check that the Mulberry Farm land owner has now registered his land for the forth coming SHELAH.

#### **71/12 To consider future communication and consultation with residents, including the regulation 14 consultation:**

The following was **RESOLVED**:

- It was **NOTED** that there is nothing further to add for an article to the Stoker at this time.
- It was **NOTED** that MW advised CW of the preparations for Regulation 14 that the leaflet was almost complete, the list of consultees was ready and that most would be notified via email and some by letter.
- It was **NOTED** that the need for the evidence base had highlighted other issues around accessibility and data protection. The Word documents have been checked and the PDF documents have been converted back to Word and checked and there was no need to purchase PDF conversion software.
- It was **NOTED** that all documents had to be checked for data protection issues. CW advised that PDF documents could be put through a data protection software (PDF Edition 6 Pro) which would enable the user to redact all personal information, free of charge.

#### **71/13 To receive and consider such communications as received by the Chair**

The following was **RESOLVED**:

- It was **NOTED** that there was correspondence from:  
29/9 Mail from HBBC on accessibility  
8/10 Mail from HBBC about sites for the forthcoming SHELAH  
10/10 Mail from Stoker about contributions  
12/10 Neighbourhood Planning Newsletter from Locality  
12/10 Mail from AECOM with queries for the SEA Report

**71/14 To consider items needed to be brought to public's attention**

The following was **RESOLVED**:

- It was **NOTED** that there was nothing to add and MW commented that it was valuable to have a member of the public at the meetings.

**71/15 Public participation – to consider any comments or questions by the public on items on the agenda**

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

**71/16 To consider future agenda items**

The following was **RESOLVED**:

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

**71/17 Date for the next meeting**

The following was **RESOLVED**:

- It was **NOTED** the date of the next meeting is 7pm, 26th October 2020 via virtual conferencing.

The meeting closed at 8.36pm