

**Minutes of Stoke Golding Parish Council**

**Neighbourhood Plan Advisory Committee**

Minutes of the 67<sup>th</sup> meeting of the Neighbourhood Plan Advisory Committee held via virtual conferencing on Tuesday 18th August 2020

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

**67/1 To receive apologies for absence:** Ruth Fisher (RF),

**67/2 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.

**67/3 To confirm the minutes of the 66th meeting of the Neighbourhood Plan Advisory Committee:**

- It was **RESOLVED** that the minutes of the NPAC meeting held on 3<sup>rd</sup> August 2020 were unanimously **AGREED** and the Chairman signed the minutes of the 66<sup>th</sup> meeting as a correct record of the meeting.

**67/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:**

- It was **NOTED** there were none

**67/5 To consider procedural matters**

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

**67/6 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

**67/7 To consider the draft Neighbourhood Plan**

The following was **RESOLVED:**

- It was **NOTED** that all agreed amendments have been sent to CW to be incorporated into the document with the exception of any relevant changes which may follow from the SEA report

**67/8 To consider the plan of work for completing the NP process**

The following was **RESOLVED:**

- It was **NOTED** that the time plan may be extended because of a delay with the SEA (see 67/11 below)

**67/9 To consider funding**

The following was **RESOLVED:**

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

**67/10 To consider consultant matters**

The following was **RESOLVED:**

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

**67/11 To consider Strategic Environmental Assessment (SEA)**

The following was **RESOLVED:**

- It was **NOTED** that, despite pressure applied via email, it is estimated that the SEA report will not be available until the end of September.
- It was **NOTED** that MW will continue to push AECOM to complete as soon as possible

**67/12 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 an article on the update of the NP has gone to the Stoker for the September issue.
- b) Facebook
  - It was **NOTED** that SB has received several requests to be admitted to the closed NP Facebook site. As this site gives information, but does not accept comments or questions, it was **AGREED** that this was acceptable
- c) Communications plan
  - It was **NOTED** that the draft plan of communications for Regulation 14 is acceptable and that MW would send a copy to HBBC for their information.
- d) leaflet to village
  - It was **NOTED** that the A5, 4-page leaflet was the agreed format for the notice to the village residents.
  - It was **NOTED** that the wording of the draft copy would need some thought before finalising.
- d) List of other consultees
  - It was **NOTED** that CW had confirmed the list of consultees and added extra. - Action RT to look for contacts the outstanding suggested bodies which MW will send to her.
  - It was **NOTED** that emails would be sent to notify all on the list with email addresses, any others will be sent by post.
- e) Hard Copies
  - It was **NOTED** that HBBC would not print the copies – action MW to ask TC to print one sample, RT to obtain a quote from the sample for 30 copies and 800 A5 leaflets (2 sides of A4)
- f) Evidence base
  - It was **NOTED** that MW has collated the list of documents that should be in the evidence base which include documents that we hold and documents from external sources -action RT to look for information on five documents

**67/13 To receive and consider such communications as received by the Chair**

The following was **RESOLVED**:

- It was **NOTED** that there was correspondence from:
  - a) 10/14/17 – Communication with AECOM
  - b) 10/8 – Locality newsletter
  - c) 10/8 – LRALC – planning white paper
  - d) 10/8 – LRALC – Planning consultation PC10 & PC12
  - e) HBBC Open Spaces Charter – Comment from the Chair was that in our experience the process of designation is onerous and subject to challenge. It is very unclear what constitutes a suitable candidate site – is an allotment, for example, suitable for consideration? It may be suitable for larger plots but not smaller ones. If you wish to promote the scheme you need to make it simpler.
  - f) 14/8 Friends Of the Community re Planning application near Roseway.

**67/14 To consider items needed to be brought to public's attention**

The following was **RESOLVED**:

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

**67/15 Public participation – to consider any comments or questions by the public on items on the agenda**

- It was **NOTED** that a resident thanked committee members for all their work

**67/16 To consider future agenda items**

The following was **RESOLVED**:

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

**67/17 Date for the next meeting**

The following was **RESOLVED**:

- It was **NOTED** the date of the next meeting is 7pm, Monday 31st August via virtual conferencing.

The meeting closed at 7.54pm