

Neighbourhood Plan Steering Group
Meeting 7.45 pm 25th November 2015
Venue – Thomas Spencer Hall

1) – Welcome and Apologies

Present

Garry Hyde (Chairman), Cllr Julia Spencer, Barrie Payne, Clive Abbot, Thia Knowles, Fran Jackson, Phil Jackson,

Apologies

Lisa Mason, Cllr. Phil Taylor, Chris Jones, Cllr John Cannon, Debbie Barnish

2) - Notes of the last meeting and any matters arising not covered on the Agenda

The notes of the last meeting held on the 28th October were proposed as a true record by Julia Spencer and seconded by Clive Abbot.

3) Finance/Grant Applications.

There was no expenditure during October so the current balance remained at £4445.44 with £1,202 earmarked for the Characterisation report. Garry Hyde (GH) had applied to the Parish Council for funding to cover expenditure for 2016-17. The Parish Council had responded that £500 would be made available and had indicated that further monies might be forthcoming if needed. It was agreed that GH would write to the Parish Council for clarification.

4) Characterisation Survey

The Characterisation Survey was in the process of being proof read and would be sent out to NP members shortly.

5) Housing Needs Analysis

The Parish Council had approved the approach being taken by the NP Steering Group with regard to commissioning the Housing Needs Survey. A draft questionnaire had been submitted for approval, which will be circulated by GH. The cost of the survey is £1,200 + VAT. The delivery to residents could be carried out by residents.

6. Update from Working Groups.

a) **Housing.** – The group had agreed the 6 policies, good progress had been made, with the policy followed by an explanation, You Told Us and documentary evidence. John Cannon would now add coherence and a technical slant to the work. It was hoped this would be completed by mid January.

b) **Traffic.** There were two policies to finalise. Contact had been with Staffs. County Council with regard to supplying traffic data relevant to the Parish.

c) **Environment.** GH said he would contact Deborah Barnish to obtain an update.

d) **Families** – First inaugural meeting had taken place. Another was being arranged. It had been agreed to contact the school and DMS with regard to school pupil numbers. It was hoped that a consultation with the children at Whittington Primary School would take place in the Spring Term. The PTA would be contacted. GH said he would help to facilitate a meeting with the Senior Citizens through the Thursday coffee morning.

e) **Facilities.** – Five meetings had taken place and four policies agreed. There was now a preamble, policies, explanation, You Told Us and evidence. This had been sent to the Neighbourhood Planning Officer for comments.

7. Lylavale Appeal.

Three days of evidence, beginning Tuesday 17th November, had taken place. The Appeal had then been adjourned until 9th December.

8. Report on Visit to Lichfield District Council.

Three members of the Steering Group had met with Vanessa Morgan, Neighbourhood Planning Officer, to discuss progress to date. She

gave

information on the Statutory Bodies that would need to be

consulted with

and said she would review the group's policies. Advice was give on consulting with residents over the policies. She felt it unlikely that

the

Site Allocation process would start early in 2016.

9. AOB

Barrie Pay expressed concern over the impact of traffic from

potential

new developments. This would have to be considered by the

Traffic

Working Group.

Date of Next Meeting – 13th January 2016, Thomas Spencer Hall.