

Allensmore Parish Council

Neighbourhood Development Plan Steering Group

Meeting 6, Monday 18th September 2017 8pm

MINUTES

Present : Nick Chapman (chair), Tim Hancox, Yvonne Chapman, Michael Owens, Jim Hamilton, Louise Hamilton, Jeremy Lawrence, Tony Cramp and Sally Lawrence (minutes)

Kirkwells Consultants : Louise Kirkup

Public : Bob Lawrence, Simon Bounds

1.0 Apologies

Merle Hancox

2.0 Declaration of Interest

As previously declared (Meeting 5: 21st August 2017).

3.0 Approval of Minutes : Meeting 5, 21st August 2017

The minutes were approved by the steering group and signed by the chair.

4.0 Finance

There has been no expenditure since the last meeting.

The grant application for £5250 has been approved for the period 18th September until 18th March 2018. This is split £4850 for Kirkwells and £400 for steering group expenses, ie meetings hall hire, questionnaires, leaflets and printing as required.

5.0 Correspondence / Communications

There have been a few visitors to the facebook page and meetings until November have been posted. It was agreed that the December meeting would be required so this will be added.

Stephanie Kitto has sent our scoping report and additional clarification as requested.

6.0 Preparing our Draft NDP – Louise Kirkup (external consultant)

Issues and Options Document

We need to prepare a draft vision (Tim to start) and objectives for our NDP and identify the key issues which need addressing and provide options to achieve this.

Louise would send examples of plans from nearby councils for information.

Settlements (Yvonne & Nick)

Name and describe each settlement area of the NDP.

Housing (Tony)

Types of housing – detached, semis, modern, old, height.

Cluster or scattered development

Historic buildings

Housing for generations – elderly / young / families

Any information available from Hereford Council Assessment in 2012.

Economic (Michael)

Type of businesses are in the area

Local employment

Potential for homeworking / conversions to provide employment

Encouraging local economic development

Would the nearby development of Skylon Park, Rotherwas, Link Road and University of Hereford have any impact

Accessibility (Tim)

Services and transport, cycle routes, walking

Environment (Louise) – website www.magic.gov.uk or www.herefordshire.gov.uk

Biodiversity of the area

Public accessible views

Green spaces

Woodland

Local species

Areas that need protecting

Infrastructure (Jeremy)

Broadband

Drainage

Sites : These will be considered at a later date but some queries were raised.

A call for sites was issued by Hereford Council in 2016 but members have been unable to find any published results. Michael thought he had seen them on the website and will have another look.

When assessing sites usually a scoring system is used.

Landowners need to agree to proposed sites.

When sites are assessed the environment agency will look for flooding issues.

If a site larger than required is put forward it is possible to only allocate a part of the site.

It was decided that members would have a couple of weeks to prepare reports and hopefully feed back to Nick for 2nd October. Louise would hope to compile her report by 6th October. The consultation document would then be drafted, amended as appropriate and finalised before being put out to the parish for a 3 week consultation period. This would involve a leaflet drop, with accompanying questionnaire and a drop in event for the end of November. The parish council would need to approve the consultation document but this would be between meetings so it was suggested that the document would be circulated to the parish councillors and the steering group given delegated powers to approve.

Tony agreed to research village hall availability for November for a drop in event and put in a request for delegated powers for the steering group to approve the draft document.

All : it was requested that everyone take photos around the village to put into our document.

7.0 Items for Next Agenda

Louise Kirkup would attend the next meeting.

8.0 Next Meeting : Monday 16th October 2017, 8pm at Pateshall Hall

Allensmore NDP Steering Group Meeting 6 Minutes

18th September 2017

Signedas a true record by Nick Chapman (Chairman)

Dated: 16th October 2017