

Allensmore Parish Council

Neighbourhood Development Plan Steering Group

Meeting 20, Monday 18<sup>th</sup> February 2019 8pm

Held at Pateshall Hall, Allensmore

MINUTES

Steering Group Members : Nick Chapman (chair), Yvonne Chapman, Tim Hancox, Merle Hancox, Tony Cramp, Jeremy Lawrence and Sally Lawrence (minutes)

Members of the Public : 2 – Bridget Ratcliff Ian Taylor

**1.0 Apologies**

There were no apologies.

**2.0 Declaration of Interest**

As previously declared (Meeting 5: 21<sup>st</sup> August 2017). Jeremy also declared he has submitted sites during the call for sites process (Meeting 13: 16<sup>th</sup> April 2018).

**3.0 Open Session**

It was noted that a number people are putting forward planning applications at the moment. We believe it is due to land owners acting before the NDP plan carries full legal status.

Both members of the public attended the open evening and were very complimentary about the event.

Appendix 5 Update – Tim has been pursuing items identified as not part of planning but those that residents felt were important. He has signed up for the Big Spring Clean and is due to meet with our ward councillor, Jon Johnson for help with contacts to follow up other concerns. There is a diocesan grant available for church improvements to allow for use by a wider audience and the church PCC is following up on this.

**4.0 Approval of Minutes : Meeting 19 : Monday 17<sup>th</sup> December 2018**

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

**5.0 Finance**

An invoice has been received for hall hire until end March 2019 of £75. The expenditure is as budgeted and we have spent £717.09 of this second grant with a further £2927.91 remaining. Unspent grant money by 5<sup>th</sup> April has to be returned and reapplied for in the third stage.

**6.0 Consultation Follow Up  
Open Consultation Evening**

A consultation event was held on Monday 21<sup>st</sup> January 2019 between 7 and 9pm to allow people to come and discuss the latest stage of our progress. Copies of the Preferred Options Documents were available for residents to read, our policies and 'Appendix 5' items were displayed with space for attendees to comment and a post box for returning questionnaires. Steering group members were available to answer questions. As it proved very popular last time a display of local history was also on show.

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The event was attended by 40 residents including 6 steering group members.

Feedback was very positive, and people felt that it was very well presented, informative, and concise. It was felt that a high number of those attending were those that could be affected by any planning or settlement boundaries.

### **Results**

A total of 90 forms were returned and analysed. A report was compiled by Tony. Tony was thanked for his work on the survey results.

It was agreed that the consultation report would be published on the website (all responses and/or comments have been anonymised) and an email sent on the village e-board.

There was concern over the age range of people who responded and how we could encourage residents of all ages but especially younger ones to engage with the process.

### **Next Actions**

Nick has started to break down comments into their relevant policy groups.

A working party would meet as necessary before the next meeting to work through the comments and present their responses at the next meeting.

## **7.0 Correspondence / Communications**

Advice was sought from Steph Kitto at Hereford Council regarding an enquiry from a new resident who has a site that they are likely to want to develop which was not included in the 'call for sites' process. At present, the site is adjacent to but not within the settlement boundary; following this request should we be considering any adjustment to include it (as it was in the first version of the boundaries)?

*Steph replied that 'a site that is within the settlement boundary once the plan is made will have a presumption in favour of development and sites outside will be classed as open countryside.*

*In regard to the additional site, you can include this in the settlement boundary but it will have to be consulted on and the whole settlement boundary reviewed for consistency'.*

## **8.0 Items for Next Agenda**

Results of working party discussions  
Appendix 5

## **9.0 Next Meeting : Monday 18<sup>th</sup> March 2019**

Allensmore NDP Steering Group Meeting 20 Minutes

18<sup>th</sup> February 2019

Signed .....as a true record by Nick Chapman (Chairman)

Dated : 18<sup>th</sup> March 2019