

# Allensmore Neighbourhood Development Plan

## Report for Parish Council 25<sup>th</sup> May 2017

### Steering Group

At their meeting on 23<sup>rd</sup> March 2017, the Parish Council agreed to set up a Neighbourhood Development Plan Steering Group and approved its Terms of Reference. The Steering group is a mix of Parish Councillors and other volunteers, and will meet monthly throughout the project. Meetings will be open to the public and usually held on the third Monday of the month at the Village Hall. Agenda and minutes will be published on the Allensmore Parish Council website. Two meetings have been held so far, on 24<sup>th</sup> April and 22<sup>nd</sup> May. Members of the Steering Group are:

Nick Chapman, chair  
Tim Hancox, vice-chair  
Tony Cramp, (Parish councillor) responsible for finance  
Sally Lawrence (Parish Councillor) minutes  
Jim Hamilton, communication (Facebook page)  
Pat Scanlon, planning (withdrew from Steering Group 30<sup>th</sup> April)  
Jeremy Lawrence (Parish Councillor)  
Yvonne Chapman  
Merle Hancox  
Louise Hamilton  
Michael Owens (joined 22<sup>nd</sup> May)

### Designation

Allensmore Parish Council applied to Herefordshire Council to designate a neighbourhood area on 7<sup>th</sup> April 2017. The area covers all the Allensmore Parish apart from the properties in Poplar Road, Clehonger that fall naturally as part of Clehonger NDP. The Allensmore Neighbourhood Development Plan is at the “neighbourhood area designation consultation stage”, which ends today, 25<sup>th</sup> May 2017. As yet, no feedback has been received from this process.

### Consultants

Following advice from Herefordshire Council, a number of consultants who have worked with Parish Councils in the county have been identified. We now have a shortlist of three who have submitted brief prospectuses, and we are seeking references from Parish Councils who have appointed them in the past. We expect to make a decision on which consultants to appoint at our next meeting on June 19<sup>th</sup>. We anticipate that the consultant’s fees will be wholly covered by available grants.

### Plan

Once the consultants have been appointed, we will work with them to produce a plan of tasks and milestones in the process. It is too early to fix dates for the plan, but the project is anticipated to take up to 2 years.

## Finance

As noted previously, grants are available to cover the cost of developing the NDP. However, applications must be made for expenditure in six month periods. Consequently, we have deferred any application until the consultants are appointed and the plan begins to take shape. We have asked the Parish Council to cover costs incurred before the grant money is available. These costs are for room hire for our meetings and the launch event (below), and expected to be around £170.

## Launch Event

The Steering Group are working on a leaflet drop to every household and business in our designated area to briefly explain what a NDP is, or probably just as important, what it is not. Included on the leaflet will be an invite to a “launch event” pencilled in for Saturday 29<sup>th</sup> July 2017 at the village hall. This will be an informal drop-in event where:

- we will have display boards about the NDP
- members of the Steering Group will be available to chat
- tea/coffee/refreshments will be available
- comments and more volunteers will be “encouraged”!

We want to give everyone in the parish the opportunity of having a say in this process that will shape how our community evolves to the benefit of us all.

Nick Chapman  
25<sup>th</sup> May 2017