

Allensmore Parish Council

Neighbourhood Development Plan Steering Group

Meeting 7, Monday 16th October 2017 8pm

MINUTES

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

Kirkwells Consultants : Louise Kirkup

1.0 Apologies

Michael Owens, Jim Hamilton, Louise Hamilton

2.0 Declaration of Interest

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

3.0 Approval of Minutes : Meeting 6 : Monday 18th September 2017

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

4.0 Finance

Kirkwells Phase 1 payment invoice of £1350 + VAT has been received and paid. Hall hire has been agreed at £5 per session.

5.0 Correspondence / Communications

Steph Kitto (Hereford Council) had been send our draft document and was pleased with our progress. She stated as of April 17 we had 12 outstanding houses to be allocated. Nick would ask for further information as to where housing had already been committed or finished due to our part of Popular Road being included in Clehonger's NDP area.

6.0 Review and edit NDP Document – Louise Kirkup (external consultant)

Issues and Options Document

The document was reviewed. Corrections or additions were noted on the chairman's copy. This would then be sent to Louise together with the extra information asked for and any other comments by steering group members by 5th November. Louise would aim to return the revised document by 10th November for any extra work to be done by 20th November. It was hoped that the plan could be presented to the Parish Council for their approval at their meeting on 23rd November.

Extra information to be sent / compiled :

Send table of comments about the NDP from the launch event.

Wording of the 'vision' of the plan – Tony's version was agreed on.

Draft objectives – Nick agreed to work on this.

Environmental report and SEA map from Steph Kitto – Nick to contact

Extra businesses to be added in – Scrapyard, B&B, Poultry cleaning and Accountants.

Settlement boundaries – it was agreed that members would walk a different area to that in which they live and draw up a first draft of proposed boundaries which we would then meet to discuss before being submitted to Louise. It was also suggested that Hereford Council NDP Guidance Note 20 should be read in relation to this exercise. This is an important part of the plan as it implies where development would be acceptable and outside of this boundary planning would be difficult to obtain. Over the course of the plan these boundaries may change.

There has been concern over footpaths but this is not an issue that can be dealt with through the NDP itself but information could be gathered and fed back to the parish council for action.

7.0 Items for Next Agenda

Finalise the plan for approval by the Parish Council. Agree dates for consultation which may have to be in the New Year. Agree leaflets and posters. Louise Kirkup thought we would not need her attendance at this meeting.

8.0 Next Meeting : Monday 20th November 2017, 8pm at Pateshall Hall

Allensmore NDP Steering Group Meeting 7 Minutes

16th October 2017

Signedas a true record by Nick Chapman (Chairman)

Dated: 20th November 2017