

MINUTES of a meeting held at **7.30 pm on Monday, 14th September 2015**

Venue: Bank House, Stratford Road, Harvington

Present:

Chris Haynes	Chairman
Gill Smith	Local Facilities and Leisure Group (standing in for Jenny Grey)
Chris Rushworth	Housing Group
Kathy Haynes	Admin and PR
Clive Allen	
Maureen Hall	Secretary, Parish Council and Environment Group

Apologies: An apology was received from John Colebrook

1. Matters Arising:

a) Planning Application for Crest Hill

Chris Haynes reported that he had been in touch with Locality to enquire regarding Precedents and Planning law in relation to emerging Neighbourhood Plans. He confirmed that the presence of an emerging Neighbourhood Plan could be used as grounds for refusing this Planning Application.

Chris Rushworth reported on the Parish Council discussion on the Application. There had been one or two representations from the floor during public question time, to the effect that, as the Neighbourhood Plan was now well under way, no decision should be taken on this matter until such time as the Plan was in place. There was a danger that the Community could be alienated if their efforts in this regard were over-ridden and ignored. The Parish Council had recommended that this second Application be rejected on the same grounds that they had objected to the previous, withdrawn, Application, and because the Neighbourhood Plan process was more advanced.

b) Chris Rushworth also enquired as to whether the points made by Gladman in their correspondence concerning the production of the Neighbourhood Plan were being monitored, to ensure that all matters were being addressed. Chris Haynes confirmed that this was the case, and that he was keeping this very much in mind. It was suggested that, before the Plan was finalised, the full Steering Group should meet to check the Plan carefully against all the points raised by Gladman, and this was agreed.

2. The Neighbourhood Plan Survey

a) Choice of Sites for Future Development

Chris Haynes reported that he had gone over the 2008 South Worcestershire Development Strategy document, when 15-20 possible sites in the area had been considered. Most of these had been dismissed, but all of those which were approved at that time had been included in the emerging Neighbourhood Plan survey. One or two others had also been included (e.g. the land behind Leys Road). This will demonstrate that there has been no bias as to which sites should be included for consideration, as we will have included every site available at the time the Survey is carried out.

- b) The Draft Survey had been sent to Andy Ford at Wychavon so that we could get some feedback as to whether we are providing what the Inspector will want to see. CH has produced a hard, printed copy of the Survey as evidence for the Inspector.
- c) The Volunteer Survey testers had reported one or two glitches, which had now been ironed out. A 'print' button will also be incorporated, so that people can keep a copy of their responses. A new registration method had also been devised, to avoid the problems experienced when logging on.
- d) It was noted that there were no questions on Transport included in the Survey. CH reported that this had been due to the late arrival of the questions from the Transport Group. He had now received them and they were considered by the Steering Group, who felt that a question concerning traffic calming measures should also be incorporated. The main information required from the Survey was considered to be (1) an individual's main means of transport; (2) the distance travelled to work; and (3) the means of transport used to commute to work. It was suggested that a question concerning the ease of access to Regional Transport Resources could also be included.
- e) Green Spaces. It was suggested that the various green spaces around the village should be registered as 'Community Assets'. A question concerning the desirability of green spaces within the village would be incorporated into the Survey.
- f) The Business Survey: It was noted that the information provided would be in the public domain, and some of the information required would be sensitive or confidential. CH had realised this, and had either left such questions out, or left them optional. The point of the questions included in the main survey is to identify how many businesses there are in the village. It would then be possible, once we had the relevant e-mail addresses, to do 'follow-up' surveys, thus opening an ongoing dialogue with the residents and businesses within the village.
- g) Results: CH confirmed that a link would be included on the website to enable people to view the analysis and results of the Survey.
- h) With regard to the Village Hall 'Drop In' Sessions, CH planned to open a Webmail account on an Open Domain to allow non-computer literate people to register details. It would then be possible to print out letters which volunteers could then deliver, to keep such people informed and 'in the loop'.

3. Next Steps

- a) It was agreed that the Survey would be ready to 'go live' in October.
- b) It was hoped that it would be possible to include ratification of the Plan in the May 2017 elections. In this regard, CH has identified a separate category of young people who, although not currently eligible to vote, would be enfranchised by that date.
- c) Flyer: CH has produced a draft flyer to be put through doors. This includes a code which must be entered during the log-on process, to facilitate area analysis of the results and to provide an audit trail so that we can trace back in case of problems. CH will finalise the wording within the next few days and forward it to the Steering Group for comments. The flyer will be printed on one side of A5, and will be distributed by volunteers during the last week of September. The information (minus codes) will also be printed in the village news, and in the Parish Council notices. Kathy Haynes will procure these flyers, and is also organising banners to be placed at the entrances to the village, and outside the village hall. A working party will be formed to put these up. The Survey will also be advertised on the Village Facebook Community page; by notices in the pubs

and churches (Clive Allen offered to produce a Poster for this); and Reverend Richard would be asked to e-mail all those on his e-mail list.

- d) Two dates have been booked for the Village Hall 'drop in' sessions, and these will also be advertised in a similar way.
- e) The closing date for survey responses will be Saturday, 31st October.

3. Any Other Business

- a) Chris Haynes will speak to Andy Tooth about drawing down some expenses money. Mo Hall reported that Joy Rawes from the Environment Group had spent £50 on prizes for the School Wildlife Survey for which she will need reimbursing.
- b) Chris Rushworth reported back on his discussions with the Consultants 'Planning for Real' concerning the staging of an event to present the results of the survey and discuss the draft Neighbourhood Plan with an invited audience from all organisations and areas in the village. From the choices offered it was decided that, to ensure impartiality, it would be better if the Consultants were to run the event and the Steering Group and Volunteers act as 'facilitators'.

It was suggested that the Consultants should come and present their ideas to the Steering Group. Chris Rushworth would go back to them with the brief, and get costings which we could then use as a bench mark. It was felt that we should get at least two other quotes for this service before deciding which Consultant to use. Chris R. Will report back by e-mail as soon as he has spoken with them.

The Next meeting was arranged for 7.30 pm on Monday, 23rd November.

The meeting closed at approximately 9.00 pm.