

MINUTES of a meeting held at **7.30 pm on Thursday, 14th January 2016**

Venue: Bank House, Stratford Road, Harvington

Present:

Chris Haynes	Chairman
Gill Smith	Local Facilities and Leisure Group
Jenny Grey	Local Facilities and Leisure Group
John Colebrook	Parish Council and Business Group
Chris Rushworth	Housing Group
Kathy Haynes	Admin and PR
Clive Allen	
Maureen Hall	Secretary, Parish Council and Environment Group

Apologies: Apologies were received from Bill Burford

1. The Minutes of the last meeting were approved.

2. Matters Arising: There were no matters arising from the previous meeting, but John Colebrook suggested that certain items should take a permanent place on the Agenda for future meetings – e.g. Reports from the Working Groups; Budgets; Progress and Targets against the Project Plan. This was agreed.

3. Reports from the Working Groups

As there had been some changes since the Groups were first drawn up, the purview and name for each of the Groups was discussed and clarified. It was agreed that Chris Haynes would edit the website to reflect the new Group names and areas of responsibility.

a) Transport

It was noted that the Transport Group needed more members to make it viable. As it appeared to be difficult for Andy Muir to attend meetings, CH undertook to ask Les Hancock if he would be prepared to act as representative for Transport on the Steering Group.

b) Environment and Heritage

This Group had discussed the responses from the Survey, and had submitted draft Policy Statements based on the evidence supplied. It was noted that the source for the evidence should be noted on future documents, and Mo Hall undertook to review the Group's Policy Document and provide references accordingly.

It was pointed out that Harvington Mill is within the boundaries of the Parish and should therefore be included in further reports.

Regarding the Hydrology report already requested by this Group, Chris Haynes undertook to contact Wychavon DC to check on what information is available from them.

c) Local Facilities and Leisure

This Group had analysed the Survey results and drawn up (A) and (B) lists according to priority. The issues identified as falling within the purview of the Parish Council had been passed on to the Parish Clerk.

c.i) The Survey indicated that village residents considered the Post Office, the School and the Village Hall were valuable assets to the community which should be retained.

c.ii) It was understood that the issue of water to the allotments was already under discussion with the water authorities, and that the Community Asset Register was the responsibility of the Parish Council.

c.iii) There had also been considerable support for an additional indoor community space. The Working Group felt that they needed more feedback from the Leys Road area, because they will be the people most affected by this. It was also felt that more input was required from families with young children, and it was suggested that a survey could be conducted at the school gates.

c.iv) Access to the community store needs to be improved, particularly if it is decided to re-site the Post Office to this location. It was decided that this should be left until the Post Office situation was resolved, as it is likely the Post Office authorities would take action in the matter if they relocate to the Convenience Store.

c.v) Support and Protection for the School was discussed. It was suggested that the Working Group should contact the School Governors to enquire as to whether they considered it likely that the school would need to expand. If so, further land could be allocated in the Neighbourhood Plan to accommodate this. Jenny Grey undertook to do this. It was also noted that several people had requested that the School should retain its Victorian frontage, although it fell outside the Conservation Area.

c.vi) Regarding facilities for teenagers, it was noted that the majority of people completing the Survey were over 55. It was therefore suggested that the Youth Project might be asked to run their own survey.

c.vii) The Health Centre had received little support, and the Working Group therefore felt they had no mandate to pursue this further.

d) Business Group

It was noted that this was now a very small group, which could do with more members.

d.i) It would be the policy of the Working Group to support the creation of small scale development / employment schemes of up to about ten people, with living accommodation if required.

d.ii) There would also be support for local food and retail shops, but not large, 'Class A' outlets.

d.iii) Applications from all the above areas would be considered, but they would have to demonstrate that there would be no adverse impact on residential activity, transport, or the natural environment of the village.

Before the Group can make much further progress they need to have the results from the Business Survey. CH reported that he had set up a separate area on the computer to cover the 71 Registered Businesses already identified by the Working Group. These are the organisations to be targeted by the Survey, and CH will do a mail-merge to send the survey out within the next couple of weeks.

d) Housing

Chris Rusworth reported that the Housing Group had analysed the Survey data and drawn up an 'A' and a 'B' list. Most of the analysis fell into List A. It was noted that the 19-24 age group was under represented in the survey. The Housing Group is therefore looking at Secondary Data sources in order to double check the results as far as possible.

d.i) The Group will be looking at the Housing Needs Analysis produced by Wychavon DC to ensure that the Survey results match. The Housing Group were concerned as to whether the response was adequate, as the under 18 Age group were also unrepresented in the Survey, which had been filled out by the adults in the household. However, the Steering Group felt that the emphasis should be to ensure that the results were unbiased rather than large.

d.ii) The Housing Group also requested that a Post Code analysis be undertaken, to ensure that every area of the village had been represented. Secondary sources would also be 'mined' to check that there were no gaps.

d.iii) The Group had felt that the planned 'drop-in' session should be largely visual. It was confirmed that overlays and photographs would be produced so that people can see what their Survey responses will look like. This would give the village the opportunity to view, comment upon and reconsider the results from the Survey.

d.iv) It was felt that an up to date Housing Needs Survey was required, and some guidance as to what the expression 'Policy' meant.

e) Transport

There was no representative from this Group at the meeting. CH undertook to ask Les Hancock if he would be prepared to stand in for Andy Muir when necessary.

4. Overview of 2016 Activities**a) Issues arising from the Survey**

John Colebrook had identified those concerns which were the responsibility of the Parish Council, and had forwarded a list of these to the Parish Clerk. Those which fell under the aegis of the County Council had been passed on to them. CH would ensure that the report contained in the Village News would include this information, so that the village knew their concerns were being acted upon.

b) Regarding the issue of parking on green spaces, it may be that the Working Group responsible for these areas should pursue this further.

5. Looking Ahead

i) **Policy Statements:** Kathy Haynes had produced a pack for each of the working groups to give some information as to what the Policy statements for their areas of responsibility should contain. It was also noted that the website myneighbourhoodplan.org also provided useful information. CH also passed over the relevant extract from of the Chaddesley Corbett Neighbourhood Plan for each of the Working Groups.

ii) **Housing Needs:** CH had spoken to Andy Ford, who had suggested going to talk to the Housing Officer at Worcestershire County Council. Discussion took place as to the need for housing in the area. CH produced a document which showed the figures for a six month take-up of social housing in the area, and which would be the source for developers to obtain their information. It was pointed out that such figures did not necessarily represent the true situation due to the

system being used by Councils to allocate housing, which could lead to distortion of the figures. Because Wychavon had an overall need for 40% social housing, did not necessarily mean that Harvington needed 40%. It was felt that the Housing Group needed to look into this further, and that we need to do an independent survey to ascertain the real need. Harvington already has 18% social housing. The Housing Group undertook to look at producing an independent survey, and will report back to the Steering Group with proposals.

6. Consultants

It was felt that two Consultants would be required: one to do the 'Planning for Real' presentations, and one to provide planning expertise. Chris Haynes and Chris Rushworth will look at separating our requirements into these two areas and will report back. John Colebrook reported that the Parish Council would now like to see the Consultant brought in fairly quickly.

7. Spring Event

Chris R. was asked to go ahead with getting quotations for this. It was felt that it would also be useful to ask this Consultant to check the survey results for any 'gaps'.

8. Any Other Business

- i) Chris H. reported that he had been asked by Wychavon DC to represent the village at the Gladman Appeal, which he has agreed to do. He has asked for an early meeting with the Legal Team to present the data from the Neighbourhood Plan and ascertain whether this is valid as evidence.
- ii) Chris Rushworth reported that he had been invited by Mike Barbour of Harvington Says No to take part in a meeting on 3rd February with regard to Planning applications, but felt that this might be a conflict of interest due to his involvement with the Neighbourhood Plan process. The Steering Group agreed that this would be the case, and that he should therefore decline the invitation.
- iii) CH requested that all e-mails concerning the Neighbourhood Plan be sent to him at info@harvingtonplan.co.uk, and reminded committee members that John Colebrook's email address was j.colebrook, not jcolebrook.

9. Next Meeting

The next meeting was arranged for 7.30 pm, February 3rd, to be held at **7 Ragley Road**. It was also agreed that future meetings should be held on the first Wednesday of every month.

The meeting closed at 9.10 pm.

