

Wellow Neighbourhood Plan

Wellow Neighbourhood Plan Steering Committee meeting

Date: 15th April 2019 Venue: Wellow Village Hall Time: 7:30pm

Author: Kathy Taylor

MINUTES

Present (chair first):

Trevor Grant; Mike Freeman; Kathy Taylor; Thelma Freeman; Peter Higgs; David Mallinson.
Plus, one visitor.

Apologies:

Ivor Binns; Les Rackham

Declarations of Interest:

None

Public Participation:

The Steering Group committee meeting is open to the public; the meeting is where the working groups report back progress.
Working Group Members and public were encouraged to join in discussions throughout the meeting.

Next Meeting:

Date: 20th May Venue: Wellow village Hall Time: 7:30pm

Agenda:

As Published.

Approval and adoption of the minutes of last meeting.

Minutes Accepted.

Matters arising from the minutes of the last meeting.

Locality Grant has not been applied for yet. The grant is applied for in the name of the Parish council, therefore it is prudent to wait for the new council to be in place (elections 2nd May). The new parish Council will meet on 8th May; so, this is the earliest that the application can be approved.

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Contact will need to be made with Land owners as the plan progresses. Firstly, the landowners have to be identified; the Chair will take a couple of SHELAA sites and identify owners through the Land Registry web-site to learn the process. **ACTION:** TG

David will meet with a resident who knows many of the Landowners and identify the land extents on a map of the Parish. **ACTION:** LR to provide map to David; DM to meet resident.

The TVBC audit of housing recently built in the rural parts of the borough is in its early stages and a feedback process to the Parish has not been agreed yet. But the results will be fed back.

The Current Situation Analysis document has been reviewed and updating is in progress. The main changes are:

- Housing section
- Gas supply - main settlement areas have mains gas, but no gas elsewhere
- Broadband and mobile section rewritten
- Wellow School modified
- Test Valley access plan updated
- Business and employment updated

Minutes	Action
5) The Chair reported to the Parish Council that a draft Vision Statement and Key themes had been written and was out for review by the NHP team and Parish Councillors. The Residents survey findings have shaped the statement and themes. The Parish council were also given an outline of the Wellow NHP talk to be given at the Annual Parish Council meeting on the 24 th April. The talk will cover: a) Community Engagement (Residents; Businesses; Landowners) b) Housing and Land (Survey key findings; Housing needs; Settlement Boundary; Road impact)	

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c) Building a robust evidence base (Consultation statement; Housing needs survey; Engagement of specialists especially for the Environment) d) Vision and Themes (A4 sheet on every seat stating draft Vision and Themes and box for comments). e) Team (thanks and new joiners) Chair to talk with Parish Office about having a stand at the Annual Parish Meeting; showing maps of the parish, highlighting points of interest.	KT TG
6) There had been some constructive feedback on the draft Vision Statement and Key Themes. Suggestions on Road safety and to consider an alternative phrase for “greener place to live” have been made along with comments about the practical delivery. 7) Nothing to report 8) Information regarding Trim trails has been gathered. The WG lead will speak with team member to share ideas. WG lead has been speaking to some Business owners and one in particular is keen to get a Business Network up and running. Chair and WG Lead to meet with Parish Office to discuss the GDPR compliance document and whether Facebook can be used. 9) The Environment Working group needs more resource. Chair to contact NHP team members who have expressed an interest. The Greenspaces designation piece of work is to be progressed. It was suggested that the NHP team should have the contact details for the Tree Warden for the Parish	Team DM TG/DM KT/CS KT
10) The Working Group structure was discussed and it was suggested that we could try issuing small parcels of work to people rather than team. The Project Plan needs to identify tasks and times for the Business initiatives. The Current situation analysis document will be sent to the team for comment, soon. The Project Plan needs a breakdown of activities and times for the Greenspace Designation.	MF/DM PH KT

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The Community Engagement Strategy document update is almost complete. It will be uploaded to the Google Drive. It was noted that there are very few Parish Events; this will be raised at Parish Council Meeting. It was suggested that the team could have a table by the shops on a Saturday to gather people's opinions on a topic of interest. The Plan needs the tasks and times for engaging Consultants. The NHP final document has a Background and History section, a volunteer is required to write this section. It was suggested that there is already quite a bit written in the Design statement and Parish Plan for Wellow 2010.	TG
	TG
	TG
	Team
Next meeting: 20 th May	
Future meetings: 17 th June	

Note: the above action minutes are a brief summary of the topics discussed. If further detail is required please contact the appropriate committee member.

Content Agreed by	Signature	Date
T Grant		16-04-2019