

Wellow Neighbourhood Plan

Wellow Neighbourhood Plan Steering Committee meeting

Date: 19th March 2018 Venue: Wellow Village Hall Time: 7:30pm

Author: Kathy Taylor

MINUTES

Present (chair first):

John Sampson; Kathy Taylor; David Mallinson; Les Rackham; John Saunsbury; Cate Saunsbury; Richard Millard.

Apologies:

Trevor Grant; Mike Freeman; Harmeet Brar; Thelma Freeman

Declarations of Interest:

None

Public Participation:

Working Group Members and public were encouraged to join in discussions throughout the meeting.

Next Meeting:

Date: 16th April 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.

None

Minutes	Action
05 a) Following the joint meeting of the Wellow NHP team and the Parish Council to discuss 'Vision and Objectives'; the Chair is now writing the first draft.	TG
Les provided the meeting with a summary of his meeting with TVBC (Heidi Godfrey) regarding the support they can provide relating to mapping. TVBC can provide 7.5hours of their time, can provide technical support and printing. The Parish is now signed up to the Public Service Mapping agreement (PSMA); software is required to view, manage, store and share the data. There is free on-line data but storing and sharing would be an issue. Alternatively, there is a software package "Parish Online";	MF/LR

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but this requires a license. It was agreed a case should be presented to the Parish Council for this.	
The meeting also agreed that a case should be presented to the Parish Council regarding a license for “Survey Monkey”. This is the software required to complete the NHP survey, online. There was a further discussion regarding grants; and it was agreed that the Steering Committee should start the process of requesting a grant.	TG/MF
The meeting was informed that governance of the information held on the Parish Web-site regarding the Wellow NHP would be by the Project Office.	MF/KT
05 b) The Strategy for Community Engagement is to be sent to various clubs, churches etc. to identify events that could be included in the document.	DM
05 c) The meeting discussed the draft National Planning Policy Framework (NPPF). The NPPF raises the role and importance of Neighbourhood plans and that Neighbourhood plans must be compliant with it. It was suggested that at the next meeting between Mike and Graham Smith (TVBC); Mike should ask what TVBC’s response to the draft NPPF is.	MF
06) Applying the RAG status to the SHELAA sites is on-going, it is hoped to complete this at the next Development group meeting. It was suggested that the results are presented to the Parish Council.	Dev’t WG
Regarding the Major Road Network Consultation, the time frame for responses closed on the 19 th March. The A36 is part of the strategic road network covered by the paper. It was thought that the paper was weak on the ‘impact on communities’ and ‘road safety’.	
07) The Survey is almost ready. The team are waiting for maps at A3 size to be printed by TVBC, which will be included in the questionnaire. The team also need to agree the wording for section 5 ‘The local Economy’. Then the survey should be sent to the NHP team to complete and comment on.	DM
08) The need for an Environmental Assessment first requires clarity on where and what type and size of development the NHP team proposes. This information will come from communication with the Parish residents.	Cllr JS
09) Images of building density have been uploaded to the repository.	

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10) Next meeting 16 th April	
Future meetings: 21st May; 18 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
John Sampson		23-03-2018