

NEIGHBOURHOOD PLAN STEERING GROUP

WHITCHURCH AND GANAREW

Minutes of the meeting held on 12 January 2015 at The Old Court Hotel

PRESENT J Dixon (Chairman) G Hiscox S Borthwick P Lewis E Hayes A Thomas
G Litson

ATTENDING K Shilton (Administration)

APOLOGIES J Herbert

1. ACTION POINTS FROM THE MEETING

J Dixon to invite MP Jesse Norman to the public meeting 26 February 2015
J Dixon to discuss with MP Jesse Norman the deadline of the Herefordshire Council Core Strategy and its importance to Parish Council Neighbourhood Plans

J Dixon to invite Sally Tagg (Foxley Tagg) to the public meeting 26 February 2015 and to speak at this event

P Lewis prepare and submit an announcement for the Village News for the public meeting being held on 26 February 2015

Publicity members submit an announcement for this meeting to the Village School for distribution to parents

Publicity members to co ordinate the announcement onto specially made notice boards

K Shilton to add Sally Tag to all Steering Group minutes and reports

K Shilton J Dixon G Hiscox to arrange a finance review meeting

Subjects and group responsibilities for presentation at the public meeting 26 February 2015

J Dixon A Thomas G Hiscox Housing / Sport Leisure Community / Transport

E Hughes G Litson P Lewis S Borthwick Employment Economy Tourism / Heritage and Built Environment / Natural Environment

2. DATES OF THE NEXT MEETINGS

26 January 2015

9 February 2015 Both meetings starting at 5pm at The Old Court Hotel

26 February 2015 Public meeting at Whitchurch Memorial Hall starting at 7.30pm

3. MINUTES OF THE LAST MEETING HELD ON 15 DECEMBER 2014

These were agreed and confirmed and signed by the Chairman J Dixon.

4. REPORT ON ITEMS PURCHASED AND BALANCE REMAINING

All items agreed at the 15 December 2014 meeting have been purchased with an estimated balance of £932.20 to return to the Localities Fund. A meeting will be arranged with J Dixon G Hiscox and K Shilton to review the payments made and the accurate balance remaining.

5. WEBSITE UPDATE

G Hiscox reported that the website development had progressed well and was now on line at wagpcnp.org.uk although further information will need to be added over the weeks ahead.

It was suggested G Litson add all future news matters onto this site and that the Steering Group need to consider responsibilities for maintaining the website in an efficient manner.

6. LOTTERY FUNDING APPLICATION

G Hiscox and J Dixon have completed the application form and will submit this to Herefordshire Council funding advisors for comment. The request for funding will be £10000.00.

7. STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)

The required papers have been received from Herefordshire Council and G Hiscox informed the meeting that a template of queries has been prepared for discussions with Herefordshire Council in order to progress this matter.

8. MATTERS ARISING FROM A MEETING WITH FOXLEY TAGG

This meeting together with 6 members of the Steering Group took place on 12 January 2015.

From this meeting 6 sub groups for the development of the Neighbourhood Plan were reviewed.

Housing
Heritage and Built Environment
Employment Economy and Tourism
Transport
Sport Leisure Community
Natural Environment

The Steering Group members agreed to divide these above subjects into two working groups in preparation for the public meeting to be held on 26 February 2015. The members and responsibilities are as Action Points section 1.

The meeting started at 5pm and ended at 6.35pm

Signed

Chairman

Date