

WHITCHURCH AND GANAREW GROUP
NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on 29 August 2017 at The Old Court Hotel

PRESENT S Borthwick (Appointed Acting Chairman) G Hiscox P Lewis E Heyes A Thomas P Cruttwell

ATTENDING K Shilton (Administration)

1. APOLOGIES G Litson (Chairman)

2. DECLARATIONS OF INTEREST

P Cruttwell and A Thomas declared that they have submitted Land Availability and Call For Sites papers to the Steering Group for consideration. At this meeting their proposed site was not discussed and therefore no Steering Group member was required to leave the meeting.

3. PROPOSED SUBJECTS FOR THIS MEETING

The Steering Group members agreed the following subjects for discussion at this meeting pending the time available.

- 1. Proposed Structure of the Draft Plan**
- 2. Housing numbers and assessment**
- 3. Design Policy**

4. PROPOSED STRUCTURE OF THE DRAFT PLAN

A Thomas had circulated briefing notes to all Steering Group members prior to this meeting. Each section of the proposal document was fully discussed by members and the following main points agreed

A Thomas (plus another Steering Group member) should meet with Data Orchard to produce the text for an alternative to the current Draft Plan based upon this meeting. Subsequently this will be discussed by the Steering Group for resolution.

4.1 Section 1 Introduction

4.2 Sustainable Development – mention should be made of this subject in the opening paragraphs.

4.3 Mention should be made of the Role and Responsibilities of the Group Parish Council.

4.4 Section 2 Our Neighbourhood Plan – An Overview

4.5 Enterprise and Employment should be a separate heading. The list of companies added to the appendix.

4.6 The order of the headings and sequence (as the proposal) was agreed.

4.7 Heritage – S Borthwick to revise (shorten) this subject matter and forward to A Thomas.

4.8 Natural Environment – A Thomas to revise (shorten) this subject matter.

4.9 Section 3 Issues

4.10 Better use of footnotes

4.11 Housing – review text and A Thomas discuss with Data Orchard to confirm all points are covered.

Resolution – Reference was made to the minutes of the meeting held on 7 June 2017 - Section 5.5 - Aspirations of the number of new housing dwellings within the Plan.

The meeting further agreed this resolution that had been made in June 2017 being that an estimated 75 dwellings and not including windfall sites should be the objective of the Plan submission.

4.12 Section 4 / 5 / 6 Proposals accepted – no further comments made

4.13 Section 7 Policies for Building Design

4.14 A Thomas will review the matter with Data Orchard and submit the revised proposals to the Steering Group.

4.15 Section 8 / 9 Proposals accepted – no further comments made.

4.16 Section 10 Highways Transport and Safety

4.17 G Hiscox to prepare text and submit to A Thomas for the Draft Plan.

4.18 Other matters for attention / action

4.19 Loss of the post Office – A Thomas to add into the text.

4.20 Book village hall for Regulation 14 Public Consultation – K Shilton – end October 2017

4.21 Reminder to all members – please date all documents to avoid confusion!

4.22 Timing Objectives

The meeting agreed the objectives that end October 2017 Regulation 14 public consultation was achieved and mid-January 2018 Regulation 16 was achieved.

4.23 Next meetings for the Steering Group

The next meetings will be held on 4 September 2017 and 7 September 2017 at The Old Court Hotel the time to be confirmed by G Litson.

The meeting started at 4pm and ended at 6pm

Signed

Chairman

Date