

WHITCHURCH AND GANAREW GROUP**NEIGHBOURHOOD PLAN STEERING GROUP****Minutes of the meeting held on 28 June 2017 at The Old Court Hotel**

PRESENT G Litson (Chairman) P Cruttwell S Borthwick E Heyes P Lewis G Hiscox

ATTENDING K Shilton (Administration)

1. APOLOGIES None required

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. MINUTES OF THE LAST MEETING HELD ON 7 JUNE 2017

These were agreed and confirmed by the members present and signed by the Chairman.

4. ACTIONS FROM THESE MINUTES

4.1 G Hiscox has taken comments from members and reviewed the first 40 pages of the Plan. This has been circulated to all Steering Group members. Members were invited to read this draft report detail and give any further comments back to G Hiscox.

4.2 The next Steering Group meeting will now be held on 12 July 2017 when W Bloxsome Data Orchard will attend.

5. REVIEW OF THE REMAINING PLAN ELEMENTS AND REQUIRED ACTION POINTS

5.1 G Litson reviewed the outline draft Housing Report which will be circulated to all members for comment.

5.2 S Borthwick will update the drop box for the reports.

5.3 S Borthwick has determined that O S Vector Maps are available for the Parish and will obtain copies from Hoople.

5.4 Achieving the housing target for 2011 – 2031 and the table of housing breakdown is vital within the report together with the housing types / numbers that need to be decided by the Group relative to realistic site development availability.

5.5 The meeting was minded of the advice from Data Orchard that windfall sites should not be a part of the housing numbers but used as a cushion.

5.6 The Group need to check with Data Orchard / Herefordshire Council present planning applications expected to be approved.

5.7 Group members need to review potential barn conversion possibilities in the Parish.

5.8 S Borthwick will determine the historic farmsteads in the Parish.

5.9 S Borthwick will investigate section WG 16 of the Plan – Protecting Heritage Assets.

5.10 G Litson and the Parish Council Group Chairman will determine surface water run off from fields through discussion with the Parish lengthsman.

6. FINANCIAL MATTERS

The grant application has been successful and has been transferred to the Neighbourhood Plan bank account.

7. NEXT MEETING

This will be held on 12 July 2017 at 4.30pm at The Old Court Hotel.
W Bloxsome Data Orchard will attend.

The meeting started at 4.30pm and ended at 5.50pm

Signed

Chairman

Date