

## WHITCHURCH AND GANAREW GROUP

### NEIGHBOURHOOD PLAN STEERING GROUP

#### Minutes of the meeting held on 10 October 2017 at The Old Court Hotel

**PRESENT** G Litson (Chairman) G Hiscox E Heyes P Lewis S Borthwick (part of the meeting)  
A Thomas P Cruttwell

**ATTENDING** K Shilton (Administration)

**1. APOLOGIES** Not required – all members present

#### **2. DECLARATIONS OF INTEREST**

A Thomas and P Cruttwell declared that they have submitted Land Availability and Call For Sites papers to the Steering Group for consideration.

G Hiscox declared he would be submitting a planning application proposal for a single dwelling on a plot of his present home / land with the intention to down size his accommodation.

E Heyes declared a proposal for a future planning application to expand their business offering.

At this meeting none of the above proposals were discussed as a part of the agenda and therefore no member was required to leave the meeting.

#### **3. DRAFT PLAN / PROGRESS UPDATE**

A Thomas reviewed the work and revisions made to date. Members were invited to respond with their comments / suggestions regarding the proposed Draft Plan so far prepared. A Thomas and P Lewis are selecting photographs to include as illustrations to the Draft Plan.

#### **4. OPTIONS AND SITE ASSESSMENT CRITERIA**

A Thomas reviewed the most recent proposed text circulated to members 9 October 2017. All members contributed their comments / suggestions to this latest proposed section of the Draft Plan.

It was highlighted and agreed by the meeting that an appraisal should be made to be certain that the criteria of this proposed draft corresponds (does not conflict) with the criteria used for the original question papers / Call For sites papers submitted to the public earlier in the Draft Plan process stages.

It was agreed that G Hiscox (as A Thomas will be on vacation) would continue the revision of this subject matter to avoid time delays and maintain the progress of the Draft Plan.

It was agreed that G Litson would further review the Housing Report as a consequence of this proposed Site Assessment Criteria and circulate to all members.

## **5. PRESENTATION TO PARISH COUNCIL MEMBERS**

The 24 September 2017 was confirmed for the special meeting with Parish Council members (starting 7pm at Whitchurch Memorial Hall) to present highlights of the Draft Plan report together with the proposed Settlement Areas for future housing development.

G Litson will circulate the proposed presentation to all Steering Group members prior to this meeting.

This meeting will also provide the opportunity for closer interaction between the Parish Council and Steering Group during the Regulation 14 / Regulation 16 stages of the Neighbourhood Plan particularly should new proposed housing applications be submitted by Herefordshire Council.

## **5. FINANCE MATTERS**

P Cruttwell has prepared and circulated (including the NPlan website) the latest status of the financial accounts.

## **6. FURTHER MATTERS AND ACTIONS**

G Litson will contact Karla Johnson Herefordshire Council to determine when the Steering Group can expect her comments to the Draft Plan proposal submitted.

The meeting was minded that the website will require revision and updating as an element to achieving Regulation 16 of the Plan.

G Litson and K Shilton will take the lead role in contacting and visiting all neighbour Parish Councils to inform them of our Plan development. Detail will be circulated to all Steering Group members should they also wish to attend these meetings.

## **8. NEXT MEETING**

The next meeting will be held on 18 October 2017 at 4.30pm at The Old Court Hotel. Data Orchard will attend this meeting.

The meeting started at 4.30pm and ended at 6.10pm

Signed

Chairman

Date