

**WHITCHURCH AND GANAREW GROUP
NEIGHBOURHOOD PLAN STEERING GROUP**

Minutes of the meeting held on 15 November 2017 at The Old Court Hotel

PRESENT G Litson (Chairman) G Hiscox P Cruttwell A Thomas P Lewis E Heyes

ATTENDING K Shilton (Administration) W Bloxsome Data Orchard

1. APOLOGIES S Borthwick

2. DECLARATIONS OF INTEREST

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

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

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

3. REVIEW OF THE MINUTES OF THE MEETING HELD ON 15

It was agreed that A Thomas be included in item 6 Draft Plan Progress Report.

4. REVIEW OF PLAN OPTIONS

G Hiscox had received comments from A Thomas on this subject which were then discussed by all members of the Steering Group.

Option 1 - No further revision.

Option 2 - Text from G Hiscox to remain but use- inappropriate - rather than negative.

Option 3 – Define the sites / respective definition of their numbers / as used in the original question papers to residents.

Add into the introduction text – 75 housing number provides the level of certainty achieving housing development required by Herefordshire Council.

Option 4 – Incorporate the text – and taken forward in this Plan.

Further recommendations from Data Orchard.

Do not use maximum rather the term - up to - regarding the 75 housing number.

Make Option 4 more prominent as it is the preferred Option. Suggested all text highlighted in deep black.

Use the term Policy rather than Strategy.

G Hiscox will revise this segment and circulate to all group members.

5. OVERVIEW OF THE NEIGHBOURHOOD PLAN AREA – SECTION 2

Locations need to be defined regarding Local Nature Reserves – Data Orchard will provide named locations.

Data Orchard will further review Section 2 and provide possible additional feedback.

G Hiscox and A Thomas will review the format and the information to be included in this Section and circulate to Steering Group members.

A Thomas will continue to review Environment and circulate to group members.

6. HOUSING REPORT

G Litson reviewed the latest revised report for discussion and comment.

The terms – low / medium / high – are possibly rather subjective and the meeting agreed to discuss this as a topic to define these terms further at a future Steering Group meeting.

Data Orchard highlighted the strong need for high quality electronic maps to accurately define the proposed Settlement Boundaries.

This is a requirement to achieve Regulation 14 and is of paramount importance as a working document when the final Plan will be used as a reference by the Parish Council for proposed planning applications.

7. PROPOSED PLAN CONTENTS

A Thomas circulated all members at the meeting a proposed list and sequence of Contents for each section of the Plan.

The meeting agreed that this would be used for the Draft Plan report as it is being revised.

8. AGREED ACTIONS FROM DATA ORCHARD

8.1 To review the submitted Draft Plan report by the Steering Group and respond with comments.

8.2 Consider a policy for the land behind The Old Court Hotel.

8.3 Prepare a summary (which is required within the Plan) of the Housing Report papers.

8.4 Investigate suitable electronic maps to be used in the Plan.

8.5 Assist the Steering Group map out the Settlement Boundaries using these electronic maps.

8.6 Local Nature Reserves – Section 2 -provide named locations.

8.7 Section 2 of the Draft Plan – review this Section and provide possible further feedback.

9. NEXT MEETING

G Litson will confirm the next meeting date and time location The Old Court Hotel.

The meeting started at 4pm and ended at 6.05pm

Signed

Chairman

Date

