

# **STRETTON GRANDISON, CANON FROME, CASTLE FROME & EGGLETON PARISHES NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

## **Minutes of the Inaugural Meeting of the Steering Group held on Tuesday 10<sup>th</sup> May 2016 at The Stables, Canon Frome, HR8 2TG at 7.30p.m.**

### **Present:**

Rob Manning, Douglas Smith, Charles Pudge, George Orgee, John Hamilton-Paterson, Brian Willder, Andy Towers, Robert Wood, John Campbell, Bridget Bowerman, Judith Ciotti and Bruce Gilbert.

### **In attendance:**

Louise Kirkup – Kirkwells Planning Consultants  
Janet Chester – parish council clerk

### **Welcome**

The Chairman of the Steering Group Rob Manning welcomed everyone to the meeting.

### **To receive any Apologies**

Malcolm Davies

### **Introduction & Brief Status Report from the Chairman of the Parish Council Rob Manning**

Rob Manning advised that over the last few months a public meeting had been held in each of the four parishes to obtain residents thoughts on producing a Neighbourhood Plan. As a result of the positive feedback the parish council had decided to proceed with developing an NDP (Neighbourhood Development Plan).

He had earlier this evening toured the parishes with Louise Kirkup from Kirkwells to enable her to get a feel of the parishes landscape and buildings.

### **To Outline and Agree Support Package from Kirkwells Planning Consultants**

Louise Kirkup had forwarded a proposal from Kirkwells Planning Consultants outlining the support package that they offered and their costs for the various stages of putting an NDP together. This was discussed and AGREED.

### **To Discuss and Plan Objectives and Vision Statement**

Louise led a discussion on what members were to think about what they wanted the parishes to look like in 2032. Issues raised were that members wanted to maintain a rural environment and protect the heritage, provide affordable homes for local people, increase the housing stock with sustainable development by 14% in line with the Herefordshire Council Core Strategy which would be 18 houses mostly in Canon Frome, Eggleton and Stretton Grandison as they are classified RA2 whereas Castle Frome is classified as RA3, energy efficiency and to support local employment and sustainable business.

To achieve this the following objectives were agreed:

- To consider settlements and define them and allocate the proportion of houses

- To identify scale, number and type of houses, site sizes etc
- Talk to neighbouring parishes re settlement boundaries
- Talk to Herefordshire Council Neighbourhood Planning Team re call for sites and infill

## **Process Discussions and Planning Issues**

Items to be considered:

Environment - Traditional orchards, views field boundaries, Homend Park, wildlife, ancient woodland, the canal, hedgerows, lakes and ponds, poly tunnels, flooding

Economy – support conversion of buildings, creating employment, incorporating broadband, transport issues, encourage community heating schemes

## **Budget, Funding and Website**

A grant of up to £9000 is available to produce an NDP. Funds are made available for spending within six months so a number of applications can be made for instalments up to this amount. Janet Chester will submit a grant request for £2000 which should cover necessary expenditure up to the end of the year 2016.

## **Outline of Timeframe for Plan**

This was briefly discussed and it was hoped that the first draft plan would be produced by the end of 2016 for informal public consultation. Early in 2017 / spring 2017 Regulation 14 consultation should be reached, summer 2017 any revisions to the plan to be done with the submission of the final plan to Herefordshire Council in Autumn of 2017 with examination early in 2018.

## **To Adopt Terms of Reference**

The Terms of Reference were read out, AGREED to be adopted and signed.

## **To Receive Names of Volunteers**

All members present volunteered to be members on the NDP Steering Group.

## **Nominees for Roles**

- a. Chairperson – Rob Manning.
- b. Vice-Chairman – Douglas Smith
- c. Secretary / Minute Taker – Janet Chester / Andy Towers
- d. Treasurer – Janet Chester

## **Allocation of Tasks or Actions (to take place before the next meeting)**

Talk to neighbouring parishes (Yarkhill, Bishops Frome, Ashperton, Bosbury etc) – Rob Manning

Liaise with Herefordshire Council NDP Team - Janet Chester

Issues and Options document – Louise Kirkup

Produce a budget and make grant application – Janet Chester

## **To Confirm Date for Next Meeting**

Wednesday 27<sup>th</sup> July, 7pm at The Stables, Canon Frome

The meeting was closed at 21.15pm

Signed..... Dated.....

DRAFT