

Present Dr Chris Fabray (Chair), Mr P Crysell, Mr P Fisher, Ms V Harman, Cllr I Hooper, Cllr B McEldowney, Mr P Sharp

In attendance, Assistant Clerk: J Quinn

1. Chairman's Welcome

Dr Fabray welcomed everyone to the meeting and expressed his gratitude to all who had helped with the Phase 3 Consultation exhibitions.

2. Apologies for absence

No apologies for absence had been received.

3. Declarations of Interest (Members' Code of Conduct)

None

4. To consider members' written requests for dispensation, if requested

None received.

5. To note the resignation of Cllr Anderson and appointment of Cllr Osman

It was noted that Cllr J Anderson had resigned from the Steering Group. It was also noted that Cllr S Osman had been appointed to the Group at the Full Parish Council meeting on 5th November 2020.

6. To appoint a Lead Councillor

No appointment made.

It was agreed that Cllr McEldowney discusses the appointment with Cllr S Osman and would act as Lead Councillor in the interim.

7. To Co-opt Mr R Eccles as a member of the Steering Group

It was agreed that, in the absence of Mr Eccles, this be deferred to a future meeting.

8. Adjournment of meeting for Public Question Time

There were no members of the public present.

9. Previous Minutes.

It was agreed that the minutes of the meeting on 2nd September 2020 be approved.

It was agreed that agenda items 10 and 11 be considered in reverse order.

11. To receive an update of the Project Plan

The latest version of the Project Plan had been circulated with the agenda. Dr Fabray remarked that having a project plan had proved very useful and thanked everyone on the Steering Group who had contributed to the various tasks. The updated Project Plan sets out

the necessary tasks up to and including submission of the Regulation 15 documentation to Bromsgrove District Council (BDC).

The Draft Neighbourhood Plan now needed to be updated to accommodate the changes arising from the public consultation.

It was noted that BDC required copies of the revised Neighbourhood Plan, Basic Conditions document and Consultation Statement for assessment prior to their submission to BDC's Cabinet in February.

It was further noted that the revised Neighbourhood Plan would need to be approved by the Full Parish Council.

It was agreed that an extraordinary meeting of the Full Parish Council be sought for 14th January 2021. Cllr McEldowney to discuss at the December meeting.

10. To receive an update on the Draft Neighbourhood Plan

Mr P Crysell summarised the submissions received during the Phase 3 consultation and the responses proposed are set out in the Consultation Statement. These comprised various minor alterations plus changes to policies H2 and H3.

It was agreed that the Consultation Document be approved.

Mr P Crysell explained the purpose and importance of the Basic Conditions document.

It was agreed that the Basic Conditions Document be approved.

It was noted that the changes to Appendices 11 & 12 reflected the latest results of the now completed Green Infrastructure Survey. Questionnaire returns now numbered 284 and was therefore statistically significant.

It was agreed that the revised Appendices 11 & 12 be approved.

In response to a question Mr P Crysell advised the meeting that BDC's Green Belt Review was currently on hold pending Central Government's review of the national planning system.

12. Appointment of Project Officer

It was noted that the Assistant Clerk would be leaving the Parish Council in the new year.

No precise date had yet been agreed but was likely to be late February. On behalf of the Steering Group Dr Fabray thanked Mr Quinn for his work in supporting the group over the last four years.

Dr Fabray explained that it was now appropriate to review the role of planning support to the Parish Council and following discussions with key councillors it was proposed to appoint a planning project officer. The postholder would be responsible for taking the Neighbourhood Plan forward, in particular: helping to manage developer interest, plan implementation, monitoring and revisions. The postholder would also support Environment and Highways and Planning Committees. Cllr McEldowney envisaged, initially, a two-year contract of 20 hours per week.

In supporting the proposed post Mr P Crysell stated that it was an important job but that the level of expertise needed may present a recruiting challenge.

It was noted that the Assistant Clerk will be on leave from 15th December to 2nd January 2021 inclusive.

13. To agree a time, date and venue for the next meeting

It was agreed that the next meeting be held on Wednesday 10th March 2021 at 7pm.

The meeting closed at 20:04 hrs

.....
Chairman, Neighbourhood Plan Steering Group

.....
Date

DRAFT