

# Witherley Parish Council

*Atterton, Fenny Drayton, Ratcliffe Culey and Witherley*

## **Minutes Neighbourhood Development Plan Committee Meeting, Friday 24<sup>th</sup> September 2021, 2.30 pm, Witherley Parish Room**

**PRESENT:** Councillors: Geoff Robinson (Chair), Maureen Cook, Dayle Flude.

**Other Attendees:** Angela Forsyth (Parish Clerk), 1 resident.

**Absent:** Councillor Simpson

- 1. Apologies and Declarations of Interest:** Councillor Simpson had sent apologies due to personal reasons. There were no declarations of interest.
- 2. Approval of the August 20<sup>th</sup> 2021 meeting minutes** – agreed and signed.
- 3. Review and agree all submission versions of the documentation before presenting to the full Council:**
  - a. Action notes from previous meeting were checked for completion, still outstanding:
    - i. Housing allocation number v plan YourLocale to discuss with HBBC
    - ii. YourLocale to amend NDP and Policies to reflect changes in Environmental Inventory and Local Green Spaces documents.
    - iii. YourLocale to update comment 68 to include “and seeing them acknowledged in the Development Plan is a reinforcement to them.”
    - iv. Appendix 7 descriptions in fields 152 and 153 were agreed for amendment – has this been done by YourLocale? (DF’s email)
    - v. Old English Place Names sent to YourLocale
    - vi. Comment 1947 referred to as Brindle Cottage – should be amended to Bridle
    - vii. Comment 2146 DF sent Battlefield information – insert narrative of the importance of the site – YourLocale to amend
    - viii. Clerk to take alternative images of Ratcliffe Culey and circulate for possible replacement for cover image. Agreed to agree by email consent.
  - b. Plan Documents:
    - i. Appendix 1 Census Data – Agreed OK
    - ii. Appendix 2 Midlands Rural Housing Needs Surveys 2016 - Agreed OK
    - iii. Appendix 3 Land Registry Data – Agreed OK
    - iv. Appendix 4 Housing Needs Report – Agreed OK
    - v. Appendix 5 Sustainability Assessments – Amendments to be completed
      - The introduction to reflect the wording in the Plan doc
      - Statement of process needs to be reflective and consistent, e.g. Witherley Kennels development unit numbers are different,
      - Review whole document e.g. sequential test numbers and text
      - 6.3 SSA incorrect statement – was not discussed by the Steering Group, only reported to.
    - vi. Appendix 6 Design Guide – Check the colour of door detail
    - vii. Appendix 7 Environmental Inventory – Amendments to be completed – DF to check when completed.
    - viii. Appendix 8 Local Green Spaces Evidence Base – Amendments to be completed – DF to check when completed.

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- ix. Appendix 9 Local Heritage Assets Base – Agreed OK
- x. Appendix 10 Important Views – Amend
- xi. Appendix 11 Witherley Parish Ecological Survey – Agreed OK
- xii. Flood History – Agreed OK
- xiii. Household Survey Analysis Audit – Agreed OK
- xiv. Household Survey Analysis Young People – Agreed OK
- xv. RCC Report on Community Drop In Events – Agreed OK
- xvi. RCC Report on Stakeholder Event – Agreed OK
- xvii. Statutorily Protected Heritage Assets – 17 assets which include the partial sites in the plan area, it should state which are wholly within and which are partially – as they should always be taken into consideration regardless of the percentage included in the Parish.
- xviii. Old English Place Names could become another supporting document
- xix. Reg 14 consultation comments to have personal details redacted/deleted for publication and circulation.
- xx. Pre-submission Plan issues with:
  - Bat maps
  - Ridge and Furrow
  - Insert important views
  - Page 44 Fig 13 amend (Farmer’s comment)
  - Contents page, Land Registry, DADA not Data
  - Ecological Survey
  - 7. Should read Natural and Historic Environmental Inventory
  - Insert full resolution maps – are they available to submit
  - Foreword, Page 4 Former Chair of NDP state between which dates, Kay Conway’s title needs clarification
  - Page 9 1<sup>st</sup> May 2020 Extraordinary meeting created the Committee
- xxi. Check all documents for accessibility
- xxii. Consultation Statement needs sight by committee prior to Council.

**4. Schedule deadline** – to be reviewed on completion of the above work

**5. Next meeting to be agreed**

Meeting ended 4.10 p.m.

Signed as correct at the committee meeting held 27/10/2021