



Witherley Parish Neighbourhood Development Plan Steering Group Meeting

Wednesday 11th April 2018 at Fenny Drayton Church, 7.00pm

Minutes

Present from Steering Group: Derek Ridgway (DR), Kay Conway (KC), David Wilkins (DW), Mark Simpson (MS), Charlotte Ward Lewis (CWL), Laura Dyer (LD), Dayle Flude (DF), Brian Conway (BC), Helen Bullivant (HB)

Jhanvi Shukla (JS) and John Preston (JP) – Neighbourhood Planning Officers

1. Apologies

Maureen Cooke (MC)

2. Declaration of interests

None

3. Minutes from the last meeting

Meeting closed at 8.45pm not 9.45pm, all else agreed as true.

4. Matters arising

No matters arising

5. Stakeholders Report, Sub-Committees and Co-option of Volunteers

JS and JP asked the steering group some key questions following the community drop-in and stakeholder's events.

Q: Does the feedback fully reflect the views of the community?

Some demographic groups not represented, need to address the younger/family community, 25 – 45yrs. Witherley's attendance was less than the other villages. There was some discussion around the reasons behind this, including timing and lethargy. Need to engage the Witherley community and find out their views. Children could be targeted through the schools. Teens – 30yrs is harder. Not many businesses came to the events.

Ways to address the above were discussed:

- Surveys
- Children's workshops
- Teens (questionnaire/school bus)
- Sports clubs

Q: what are the key issues for the area?

These were the thoughts of the steering group after reading both reports.

- Traffic and transport
- Housing
- History and heritage
- Environment – open spaces
- Facilities and services
- Communications (broadband particularly)
- Tourism and recreation

JS went through the summary reports with the group. The three most common issues were housing, transport and history and heritage and these probably need to be the areas to focus on most carefully. We need to decide which areas we need to put as policy in the plan and which could be 'community actions/aspirations'. These actions could form an appendix at the end of the plan and need to be achievable and evidence based, they wouldn't however form part of the policy planning.

JP gave out a planning document to help with the prioritisation of issues raised at the events. The steering group decided to take an area/issue each to begin to research with a view of deciding between policy and action. The surveys will also feed into this document along with the views of other community members who are interested in the issue and would like to contribute through our sub-committees. It is important for each steering group member to investigate which (if any) surveys have already been carried out to avoid repetition and unnecessary costs.

Action – go through and look at what could potentially be a planning policy and what could be a community action.

Q: What are the next steps for the parish plan?

The areas to be further investigated were split between the steering group as listed below...

BC – Traffic and Transport

LD/HB – Housing

DR - Facilities and Services

HB/LD – Open Spaces and Environment

DW - Renewable Energy

DF - History and Heritage

MS - Employment and Business

KC – Communications

CWL – Flooding

Actions: Complete Issues Grid by the next meeting.

Engage other volunteers long term.

Preparation of household survey/young people's survey/business survey.

Children's workshops in schools – late June/early July.

Funding.

6. Consultants

We have currently researched three consultants to support our plan. Important that they are value for money and relevant for our plan. We need to define what we will want them to do although there are some designated steps that are needed.

Consultants will help us with the policy planning and ensure that they are all strongly based around evidence.

JP and JS are the link with Hinckley and Bosworth Borough Council so there is no need for us to contact them.

Action: Come up with an overall brief of what we require and set up interviews.

7. Financial Report and Grant Application

LD has researched the grant process. Need a brief about what the grant will be used for. Applications opened on April 3rd and is on a rolling programme so no immediate rush. Quite an easy on-line application. Expression of interest and then have to apply within 30 days. Most groups do two applications per plan.

Wildlife and Botanical survey – this will have a cost but will tell us of possible areas of protection/special interest. HB to follow up.

£250.15 spent out of the £1,000 given by the Parish Council.

8. Community Survey

See above.

9. Any other business

Printing quote example for the survey - £405. This will need to be thought about at the next meeting as well as timings for the surveys to go out to households. Need to establish exactly how many households in the parish.

Awards – JS and JP gave us some awards information. All to take away and read this to decide whether we want to put anyone forward for any category.

BC showed historical plans for each village where developers have approached for potential building (2014). This needs to be thought about as part of the questionnaire about where residents may be willing to have building as it is part of the neighbourhood plans role to put forward potential sites for possible building. This will potentially need more discussion at a future meeting with housing as an agenda item.

Next meeting:

Monday 14th May – 7pm, venue to be confirmed

Note: Everyone will need access to Dropbox – this is an issue at the minute as some do and some don't.