

**Neighbourhood Development Plan Witherley Parish
Minutes of the meeting of the Steering group 7.30pm Monday 16 December
2019
Witherley Parish Rooms**

Present: Kay Conway (Chair), Brian Conway, Dayle Flude, Laura Dyer (from item 4 onwards), Helen Bullivant, Maureen Cook, Derek Ridgway, Rhiannon Taylor

Apologies: Mark Simpson, Barry Smith, Tony Deeming

1. Declaration of interests

Noted that Rhiannon Taylor is a member of the Parochial Church Council whose land abuts one of the potential development sites.

2. Past Minutes

Minutes from 2 December agreed with following amendments to first paragraph, middle sentence:

“Several were raised at the meeting, she emailed others not raised then, to DD, but she wasn’t sure if they had been changed subsequently”

And in Matters Arising;

“HB” was added to the start of the first sentence.

Matters Arising

The meeting noted that Tony Deeming (Chairman Environment Group) has been invited to join the Steering Group, and Barry Smith (Housing), and Rhiannon Taylor (Community Sustainability) have been invited to attend Steering Group meetings.

3. Financial report

DR gave a report on the current finances. There was now £169.98p remaining of the £1000 grant from the Parish Council. BC updated the meeting on the remaining £1000 Locality grant in the PC’s accounts. YourLocale had estimated that this should see us through to finalisation of the pre-submission draft. A further £1,600 would be bid for once the pre-submission consultation has ended, to fund responses to the comments made and to make the amendments necessary to the Plan. If a SEA is required by HBBC this will be funded separately by Locality.

4. Environment group progress

It was noted that Dave Wilkins has resigned from his role as Chairman and Tony Deeming has agreed to take his place. DF & HB outlined progress to date. They are working on the documents to send to YourLocale to meet the deadline of 10th January. Most of the data have been gathered and are available but need to be entered onto the spreadsheets. MC offered support and DF highlighted that the chapter on sustainable/renewable energy needs to be completed as Dave Wilkins has researched it but has not written it. KC messaged Dave to ask him to forward to her and MC for MC to complete. DF

& HB to advise if any further support from the wider group is required. Photos of the vistas identified as strongly valued at the Community Drop-ins and subsequent Neighbourhood Survey, have also been commissioned. Noted that we need to include the grid reference on the photographs.

5. Update from Housing Group

BC informed the group that the Atherstone Hunt has confirmed that it is going to give up the lease on the site in Witherley and hand the site back to the owner. BC & LD reported that we have had challenges from landowners to four site assessments sent to them by the Parish Council. The Housing group is meeting on 7th January to discuss and consider the challenges and to agree the next steps. This may involve meetings with the landowners challenging their assessment and also meetings with the 2 preferred site owners. As previously reported the meetings will be attended by Derek Doran from Your Locale and Barry Smith, Chairman of the Housing group or Maureen Cook, if Barry is unavailable.

6. Update from Community Sustainability Group

RT & KC commented that they are still awaiting comments on their draft chapter from Your Locale.

7. Dropbox

BC asked all at the meeting to note that, whilst everyone on the Steering Group has access to the Dropbox to aid transparency and to enable us all to see what the different groups are working on, no one should change documents unless they are an active member of that theme group. Any changes or modifications sends an alert to the manager of the Dropbox who is BC, detailing who has accessed the document and when and what has been changed. This had occurred when three site assessment documents had been modified in the Housing group folder by someone not a member of that group. BC has since restored the original documents. BC requested that no one make any further alterations unless they are a member of the theme group. All agreed.

8. AOB

HB asked if whole parish is on gas. The answer is no.

HB outlined the potential to extend the biodiversity improvement zone to cover a section between the western parish border and Ratcliffe Road. HB has had email correspondence with Fran Belcher from HBBC in which she confirms that this would be a good idea, given the Council's policy to support and increase biodiversity. All agreed this should be included within the Environment chapter. HB showed the Ecology review completed by David Nicholls. The Group was delighted to see the completed plan that could be used for the WNDP and by the Parish Council when looking at development applications.

9. Date of next meeting

Monday 6 January 7.30pm in Witherley Parish Room.