

WHITCHURCH AND GANAREW GROUP**NEIGHBOURHOOD PLAN STEERING GROUP****Minutes of the meeting held on 12 September 2017 at The Old Court Hotel**

PRESENT G Litson (Chairman) A Thomas P Cruttwell E Heyes

ATTENDING K Shilton (Administration)

1. APOLOGIES G Hiscox S Borthwick P Lewis

2. DECLARATIONS OF INTEREST

A Thomas and P Cruttwell declared that they have submitted Land Availability and Call For Sites papers to the Steering Group for consideration. At this meeting their proposed site was not discussed and therefore no Steering Group member was required to leave the meeting.

3. REVIEW OF THE DRAFT PLAN

3.1 A Thomas will send the latest Draft Plan to Herefordshire Council (Karla Johnson) and Data Orchard for review and comments.

3.2 G Litson will send / submit copy to the Parish Council members for their information prior to a special presentation by the Steering Group to the Parish Council .

3.3 G Litson will prepare hard copy of the latest Draft Plan for all Steering Group members.

3.4 It was agreed that the Steering Group would present the Draft Plan to Parish Council members for information and comments at a specific meeting in October 2017.

4. DRAFT HOUSING REPORT

4.1 The term Acceptability is to be taken out of the report document.

4.2 Data Orchard recommend that an alternative term for Windfall sites should be used.

4.2 Comments have been received from G Hiscox and S Borthwick regarding the latest Housing Draft Report and these will be amended into the report by G Litson and then circulated to all Steering Group members for consideration and any further comment.

4.3 Public consultation. It was agreed that the consultation would take place end November 2017.

K Shilton will book the Memorial Hall (main room).

4.4 Data Orchard to be consulted as to what other actions / needs are required to complete Regulation 14.

Example: visit other Parish Councils and the local school.

4.5 Public Footpaths / Rights of Way. It was agreed that this should be included in the Draft Plan as a defined section heading.

A Thomas will review the matter with the Parish Footpaths Officer.

5. MEETING WITH FLYING COLOURS

5.1 G Litson reviewed the requirements for hard copy of the Draft Plan including maps and possibly photographs.

Flying Colours will send a quotation to the Administrator for distribution to Steering Group members.

5.2 S Borthwick to confirm if the licence for the maps is still valid and to take the necessary actions if an extension is needed.

6. NEXT MEETING

The next meeting will be confirmed by the Chairman.

The meeting started at 4.30pm and ended at 6.20pm

Signed

Chairman

Date