

WHITCHURCH AND GANAREW GROUP**NEIGHBOURHOOD PLAN STEERING GROUP****Minutes of the meeting held on 24 January 2018 at The Old Court Hotel**

PRESENT G Litson (Chairman) G Hiscox S Borthwick P Lewis E Heyes A Thomas P Cruttwell

ATTENDING K Shilton (Administration) W Bloxsome Data Orchard

1. APOLOGIES None required

2. DECLARATIONS OF INTEREST

2.1 G Hiscox declared that he would be submitting a planning application proposal for a single dwelling on a plot of his home / land with the intention to down size his accommodation.

2.2 A Thomas and P Cruttwell declared that they have submitted Land Availability and Call For Sites papers to the Steering Group.

2.3 E Heyes reported that the business conversion / improvements are progressing at Symonds Yat West.

3. MINUTES OF THE LAST MEETING HELD ON 17 JANUARY 2018

These were agreed and confirmed by the members who attended this meeting and signed by the Chairman.

4. ACTIONS FROM THE MINUTES

The Chairman reviewed the main elements and referred to the agenda items for discussion.

5. REPORTS FOR PARISH COUNCIL COMMUNICATION / AWARENESS

G Hiscox S Borthwick and E Heyes gave a summary of the main elements of the meeting recently held with the Parish Council Chairman and Clerk.

A summary of the proposed Draft Housing Report has been prepared for submission to Parish Council members (reference item 10 of these minutes).

When revised and agreed by Steering Group members this will be sent to the Clerk for distribution to all Parish Council members.

It was agreed that an informal meeting at The Old Court Hotel would take place week commencing 19 February 2018 between Steering Group and Parish Council members where the proposed Draft Plan would be reviewed and discussed.

It was agreed that Data Orchard would attend this informal meeting and the Ward Councillor would also be invited.

6. HOUSING REPORT FOR REGULATION 14 SUBMISSION

Following some small amendments it was agreed by all members present that this was now ready for submission for Regulation 14.

7. DRAFT PLAN REPORT FOR REGULATION 14 SUBMISSION

Reference was made to the latest version 8.

The meeting suggested some further small amendments which were noted.

It was agreed that all Steering Group members make a further review of the Draft Plan report and forward any further comments to G Hiscox for an eventual final formal review and resolution by the Steering Group.

G Litson reported that Karla Johnson Herefordshire Council was available to receive the Draft Plan and Housing Report after 5 February 2018.

8. DISCUSSION POINTS WITH DATA ORCHARD

The following topics were discussed.

Status of single dwellings in relation to the Draft Plan

Regulation 14 – procedures required

Affordable Housing / Social Housing in relation to the Draft Plan

9. OUTLINE PLANNING APPLICATION – BROOKSIDE WHITCHURCH

Steering Group members following discussion highlighted the following main points.

The planning application is within the proposed Settlement Boundary of the Draft Plan.

Concerns regarding the proposed access and possibly an alternative access could be considered.

The application of 5 dwellings which is located opposite the children's Play Area will involve increased traffic movement to the already busy Main Street.

Concern for additional sewage and water run off into an already overworked system unless alternative systems are used.

The Steering Group members agreed that their comments would be sent through G Litson to the Parish Council for their consideration on this application.

10. HOUSING REPORT SUMMARY FOR PARISH COUNCIL MEMBERS

The summary report prepared by G Hiscox was reviewed and amendments suggested.

The revised report will be further submitted to Steering Group members for their review and agreement.

The intention is to distribute this Housing Report Summary to Parish Council members before the informal meeting between Steering Group and Parish Council members.

It was agreed that a slide presentation would be prepared highlighting the main elements of the Draft Plan and that large hard copy maps of the proposed Settlement Boundary areas would be available for the Parish Council to study and comment.

11. NEXT MEETING

Suggested dates will be circulated to members by G Litson.

The meeting started at 4.30pm and ended at 6.45pm

Signed

Chairman

Date