

WHITCHURCH AND GANAREW GROUP

NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on 29 March 2018 at The Old Court Hotel

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

ATTENDING K Shilton (Administration)

1. APOLOGIES None required

2. DECLARATIONS OF INTEREST

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

G Hiscox declared that he had submitted a planning application for a proposed dwelling on his land / home with the intension to down size his accommodation.

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

3. MINUTES OF THE LAST MEETING HELD ON 14 MARCH 2018

E Heyes requested clarification – reference item 4 Results from the Parish Council meeting held on 13 March 2018. This was explained by G Litson and G Hiscox who had been present at this meeting.

The minutes were then agreed and confirmed by those members attending and signed by the Chairman.

4. WEBSITE UPDATE

A Thomas and P Lewis held a review meeting with the website manager which was very constructive and will now prepare the website for the documents / public consultation process. A Thomas would prefer to improve on the maps / boundary lines – the meeting agreed that she contact Hoople for advice on this matter.

5. PREPARATION NEIGHBOURHOOD PLAN DISTRIBUTION

The following action points were agreed.

5.1 Photographs to be given (hard copy) to Flying Colours for insertion into the Draft Plan.

5.2 Glossary – G Hiscox will circulate a proposal to all members for comments.

5.3 G Hiscox will further update the Draft Plan and highlight / circulate to all members for comments.

5.4 Housing Report. It was agreed this would be attached as an appendix to the Draft Plan.

5.5 Public Consultation Flyer. This is now at the printers and will be available for distribution 5 April 2018.

5.6 Memorial Hall booking for the public consultation – P Lewis will arrange the dates for 21 April and 5 May 2018.

5.7 Administrator to contact Parish Council member T Watson if he can distribute the flyer at Ganarew and Lewstone.

5.8 Emails to all stakeholders and agencies. The Administrator and PC Chairman will arrange this at the start of the consultation period. A meeting with G Litson was recently held to review / confirm the texts and attachments required.

5.9 Feedback / responses from the consultation process. These will be handled by the Administrator / Clerk who will distribute them to Steering Group members and our Consultant. Following this process and consideration given they will be destroyed (Data Protection Act).

6. OTHER BUSINESS MATTERS

Planning applications The Old Bakery and Brookside (second application) Whitchurch. G Litson will review these proposals on behalf of the Steering Group at the April 2018 Parish Council meeting.

7. NEXT MEETING

This will be held on 18 April 2018 at 4.30pm at The Old Court Hotel.

The meeting started at 5pm and ended at 6.35pm

Signed

Chairman

Date