

Baginton, Bubbenhall, Stoneleigh and Ashow

Joint Neighbourhood Plan - Steering Group Meeting

Thursday 19th November 2015 at 7pm

Bubbenhall Village Hall

MINUTES

Present:

Baginton - Cllr Walter Bush, Cllr Steve Williams, Cllr Robert Taylor
Bubbenhall - Cllr Joanne Shattock, Cllr Wendy Harrison, Cllr Stephen Haynes
Stoneleigh & Ashow - Cllr Richard Hancox, Cllr Hazel Fryer, Cllr Sue Croft
Community - David Ellwood, Robin Fryer
Kirkwells - Louise Kirkup

Apologies:

David Wintle

Welcome from the Chair:

Cllr Stephen Haynes chaired the meeting in the absence of David Wintle and thanked everyone for giving up their valuable time to attend.

Progress against Project Plan:

Stoneleigh & Ashow (S&A) Update -

- Following a review of emerging issues and feedback from members of the community a motion has been passed by the S&AJPC to investigate the implications of leaving the joint approach to producing a NP. Decision expected to be made by 10th December.
- WDC, Kirkwells and Locality have been consulted and the barriers to leaving and producing a stand alone parish NP are not felt to be significant.
- Work on producing a Village Design Statement for both Ashow and Stoneleigh has started with Robin Fryer and John Astle leading.
- No work on developing the joint draft neighbourhood plan has been carried out. A discussion focussed around an argument that work now on parts of the document centred on S&A would not be wasted. Representatives from S&A felt they couldn't commit to doing this and wouldn't want to hold back other PCs.
- Baginton and Bubbenhall representatives outlined their vision for a joint

NP that embraced strategic issues in a joined up way whilst still having scope to deal with local issues. They went onto confirm their wish for S&AJPC to remain part of the joint plan and asked if this could be communicated to the S&AJPC and members of the community.

- There was felt to be scope for joint working on NPs even if S&AJPC decide to leave.

ACTION: S&AJPC to decide whether to produce their own NP or decide to remain as part of the current joint process. Target date - 10/12/15

Baginton Update -

- Progress in producing local inputs for the draft NP has been slow for a number of reasons.
- One of the strengths that Baginton have is that they can build on the work they carried out to produce a parish plan in the past.
- A process for producing the local inputs/changes was discussed and Bubbenhall representatives made the offer to facilitate this process if required.
- Commissioned a housing need survey.

ACTION: Baginton representatives to meet and forward local inputs/comments on the draft NP to Kirkwells. Target date - 07/12/15

ACTION: Louise Kirkup to make access to an editable version of the draft NP v2 available. Target date: 20/11/15

Bubbenhall Update -

- Returned local inputs/comments on draft NP to Kirkwells. These have been included in v2 of the draft plan.
- Considered the available options for carrying out a housing need survey.
- Communicated with community on NP via Village Newsletter.
- NP has been a standing item on PC agenda since January 2015.
- Met with Warwickshire Wildlife Trust to discuss environmental issues and the trusts support for the NP.

Kirkwells Update -

- Circulated v2 of the draft NP for consideration.
- A discussion took place on the format of the draft plan. it was decided to restructure the plan so that relevant passages to each parish can be found in the same section.

ACTION: Louise Kirkup to re-edit draft document so that passages that refer to individual parishes appear in the same section. Target date: 17/12/2015

Steering Group 'Draft' Terms of Reference:

The draft terms of reference had been circulated prior to the meeting. No adverse comments were made. TOR need to be approved by each Parish Council NB this has been done in Bubbenhall.

ACTION: Stephen Haynes to circulate email containing Govt advice on voting rights.

Target date: 20/11/2015

ACTION: Stephen Haynes to circulate latest version of the TOR.

Target date: 20/11/2015

Setting up Working Groups:

The proposal to set up working groups to deal with specified 'Task/Finish' work packages was discussed. The advantages of this approach are that work with a common element can be carried out more efficiently and expertise/lessons learnt quickly shared between parishes. Also outside advisers will only need to talk to one group rather than each individual Parish Council.

Initially the following areas of work are to have groups set up -

Village Designs Statements (VDS)
Communication and Consultation Plan

ACTION: Robin Fryer to contact Wendy Harrison and Robert Taylor to set up a meeting and form a VDS working group. Target date: 17/12/2015

Warwickshire Wildlife Trust:

Wendy Harrison gave a brief overview of a meeting she attended recently with WWT.

Kirkwells Information Request:

- Photos - These will help with the presentation of issues within the final document.
- Maps (WDC) - Jpec versions of maps will be more clear to the reader.
- Ordnance Survey Licence Numbers - a licence number covering the designated area would be useful.
- Historic Environment Record - WCC

ACTION: Louise Kirkup to obtain maps from WDC and WCC. Target Date: asap

ACTION: Stephen Haynes to contact OS. Target date: asap

ACTION: Each Parish Council to source suitable photographs.

Target date: asap

Schedule of Meetings:

Monthly meetings to be held until project is back on track.

Date of next meeting - Thursday 17th December 2015 at 1930. Venue - Baginton Village Hall.

Starting on 28th January 2016 meetings to be held on last Thursday of the month. Venue to rotate around parishes.

Contact List - Changes

No changes required.

ACTION: Stephen Haynes to circulate latest version of the contact list.
Target date: 20/11/15

AOB:

Advice was sought from Kirkwells on when the best time to engage with WDC. It was felt that there were benefits to starting a dialogue at the earliest possible opportunity. WDC contact believed to be Sam Holden (Policy Planning).

Date of Next Meeting:

Thursday 17th December 2015 1930hrs at Baginton Village Hall.
