

Baginton, Bubbenhall, Stoneleigh and Ashow

Joint Neighbourhood Plan - Steering Group Meeting

Thursday 25th February 2016 at 7:30pm

Bubbenhall Village Hall

MINUTES

Present:

Baginton - Cllr Walter Bush, Cllr Robert Taylor
Bubbenhall - Cllr Stephen Haynes
Stoneleigh & Ashow - No one attended
Community - No one attended

Apologies:

Baginton - Cllr Steve Williams
Bubbenhall - Cllr Wendy Harrison, Cllr Joanne Shattock
Stoneleigh & Ashow - Cllr Sue Malone, Cllr Richard Hancock, Cllr John Astle
Community - Mr David Ellwood
Kirkwells - Louise Kirkup
Specialist - Mr David Wintle

Minutes of the Last Meeting:

The minutes of the last meeting held on the 28th January 2016 were confirmed as an accurate record.

Welcome from the Chair:

Cllr Stephen Haynes chaired the meeting and thanked everyone for giving up their valuable time to attend. While it is to be acknowledged that outside commitments can occasionally prevent attendance the project is entering a crucial phase and a well attended steering group is essential to the plans development.

Progress against Project Plan:

Stoneleigh & Ashow (S&A) Update -

- Email update received from Cllr Richard Hancox saying that the work to produce the written material for the draft neighbourhood plan has not gone well due to a number of technical issues.
- Prior to the meeting Louise Kirkup had emailed Richard Hancox and

offered to help in producing the written material.

- The draft plan still required 'sign off' by the Parish Council and an informal consultation needs to be planned.
- The chair outlined that order to achieve the benefits of a three parish plan each parish needed to deliver work packages within agreed timescales. Repeated failure to do this increased the risk that the benefits of a three parish plan would not be realised.
- Following a discussion it was agreed to give S&A until the 10th March to complete the written material, gain the PCs approval for the draft and be ready to start the informal consultation.
- If progress towards these milestones was not achieved then Bubbenhall PC will seek Baginton PCs agreement to proceed with re-designating the plan area to Baginton and Bubbenhall only.

ACTION: S&A representatives to meet with Lousie Kirkup to produce local material for the draft NP. Target date - 10/03/16

ACTION: S&A JPC to approve draft NP. Target date - 10/03/16

ACTION: S&A to set start date in March for the informal consultation. Target date - 10/03/16

Baginton Update -

- Informal consultation still in progress.
- Evaluation template being populated.

ACTION: Baginton SG members to revise Baginton material within the NP based upon feedback from informal consultation. Target Date - 14th April 2016

Bubbenhall Update -

- Informal consultation completed on Monday 22nd February.
- Consultation consisted of a flyer delivered to every home, letter to businesses, webpage, poster campaign, three drop in sessions, Facebook page updates and email newsletters.
- 94 responses received (91 residents, 2 businesses and 1 land owner).
- Evaluation template now being populated.
- Following a request from a member of the community all project papers are now available on the web at Bubbenhall.info
- A further article has been written for the village newsletter.

ACTION: Bubbenhall SG members to revise Bubbenhall material within the NP based upon feedback from informal consultation. Target date - 14th April 2016

Financial Update -

- Current - Income = £6k Expenditure = £4,775 Balance = £1,225.
- Invoices from TW Printing (£185 & £150) received and paid in this period.
- Potential future expenditure - S&A consultation (est £200) and Kirkwells to submit further invoice (est £1,000) before 31st March 2016.
- This will leave a potential underspend of £25.
- Request from S&A to pay for traffic survey (£300) - not approved by those present.
- NB Groundwork UK grant period to 31st March 2016.

ACTION: New grant from Groundwork UK to be applied for. Target date - asap

Next Steps:

- Informal consultation - evaluate returns and revise draft plan
- Parish Councils to approve revised draft plan
- Regulation 14 Consultation in May

**ACTION: Cross parish working group to meet and revise common parish elements of the NP using feedback from informal consultation.
Target Date - 14th April 2016**

Modifications to WDC Emerging Local Plan:

- Meeting of WDC on the 24th February approved modifications
- Consultation starts on 7th March
- Examination of emerging local plan expected to restart later this year

AOB:

Informal Consultation with WDC:

- The contact at WDC is Sam Holder - Sam.Holder@warwickdc.gov.uk
- Copy of plan (v4) sent for comment on 24th February.
- Deadline for WDC return is Monday 14th March.
- A representative from WDC is welcome to attend a future meeting.

Date of Next Meeting:

Thursday 31st March 2016 1930hrs at Baginton Village Hall
