Three Parishes Neighbourhood Plan Steering Group Meeting Wednesday 20th November 2019

held at Adderley Village Hall starting 7.45 pm

Present:

Representatives of the Three Parishes:

Adderley – Paul Nash, Keith Mycock, Marius Coulon and Ken Greetham

Moreton Say – Geoff Turner and Kristian Snelling,

Norton in Hales – Penny Tresadarn, Ian Sadler and Nick Edmunds

Dave Shaw - Independent Chair

Jane Evans – Clerk to the Steering Group

1. **Welcome, Apologies and Introductions**

Dave Shaw welcomed everyone and apologies were received from Peta Smith, Chris Dutton, John Cole and Renee Wallace.

1. **Notes from the Last Meeting on Thursday 24th October**

Prior to the meeting these notes had been circulated to all steering group members. They were agreed as accurate and there were no matters arising.

1. **Update re Housing Needs Assessment**

Geoff advised the meeting that the Housing Needs Assessment, which is desk top review of all published information, will be done as soon as Locality have approved the application. Geoff went on to advise that grants for the Housing Needs Survey, which is a questionnaire which goes to each property in the area, and subsequent consultancy work relating to the results, totalling £10,000, cannot be applied for once the details of ‘who is doing what’ are known.

Paul explained that Right Homes Right Place is a project from Shropshire Council which undertakes a Housing Needs Survey but has a bias to affordable houses to buy. Not only do RHRP undertake the survey but they also send through the analysis.

There was a discussion as to the pros and cons of using Right Homes Right Place to undertake this survey or whether the group could come up with their own questions as part of the general questionnaire and it was unanimously agreed that whichever option is eventually taken the steering group only want one questionnaire actually going to each house. Paul suggested that he liaise with Right Homes Right Place to see if it is possible to get a draft of their survey questions that could then be included in the questionnaires, all agreed.

Action: Paul to liaise with RHRP regarding draft housing needs survey

Paul went on to explain that once the results of the Housing Needs Survey were received then some consultancy work may be needed to put the information forward to the Neighbourhood Plan. RHRP had advised him that they may have a contact who could undertake this work and also Renee had suggested that possibly herself and aPT maybe able to do this work.

Action Paul to contact both RHRP and Renee regarding this consultancy work.

1. **Update re Questionnaires**

Paul advised the group that he had met with Ken, Marius and Keith and reviewed the Lilleshall questionnaire and apparent from deleting a few questions it was broadly what they thought it should be.

Nick advised the group that he had met with Penny and Ian and had reviewed the Woore questionnaire and then he had researched further Neighbourhood Plan’s questionnaires online and come up with a better model which he thought had more open questions in. It was unanimously agreed that while the questionnaire had to include the historical landscape details it needed to be as small as practically possible in the hope that as many people as possible would complete it.

It was also agreed that there should be mostly generic questions with some branding for each Parish. Nick suggested that he take the questions that he had already put together from the Woore questionnaire, and his additional research, and merge these with any further questions, not already covered, from the Lilleshall questionnaire, everyone agreed.

Action: Nick to pull together a draft questionnaire and forward to Jane for circulation to the Steering Group members.

1. **Latest Document from aPT**

Jane advised that unfortunately this had not yet been received and so would be carried over to the next agenda.

Action: Jane add to next meeting’s agenda

1. **Any Other Business**

There was no further business

1. Date of next meeting: It was agreed that the next meeting would be Monday 13th January 2020 at Norton in Hales Village Hall at 7.30 pm.

Action: Jane will liaise with the booking clerk for Village Hall to book the venue