Three Parishes Neighbourhood Plan Steering Group Meeting

Thursday 29th September 2021

Starting at 7.30 pm and held at Adderley Village Hall

Present:

Representatives of the Three Parishes:

Adderley – Paul Nash, Ken Greetham and Marius Coulon

Moreton Say – Geoff Turner and Peta Smith

Norton in Hales – Ian Sadler

Jane Evans – Clerk to the Steering Group

1. **Welcome, Apologies and Introductions**

Paul Nash welcomed everyone to the meeting and apologies were received from Peter Eardley from Norton in Hales Parish Council.

1. **Notes from the last meeting:** Prior to the meeting Jane had circulated the notes from the last meeting in August which were reviewed, and agreed, with all action points having been completed.
2. **Review of the first part of draft Neighbourhood Plan from aPT**

Prior to the meeting Jane had circulated this information from aPT and this was reviewed in detail and the following points were raised:

* It was agreed that the ‘Forward’ should be drafted as a combined statement but that each Parish Council Chairman should add a comment, a sentence or two, as to what having a Neighbourhood Plan means to their parish. Jane will have a go at drafting the combined statement and circulate.
* Is this document aimed at the Inspector and does the whole document need to be sent out for consultation as if it is very lengthy then there may be less responses? Can the document go out with an ‘executive summary’ for responses?
* Can the document be written in a reader-friendly way or is there a standard tone?
* Shouldn’t ‘What is a Neighbourhood Plan?’ come in the introduction?
* The classification part needs to better reflect the populated areas especially the villages of Adderley and Norton in Hales.
* With the designated area map there should be mentioned of the annexed area in the south of each parish which Market Drayton included in their Neighbourhood Plan and so we were unable to include in ours.
* Moreton Say Parish has a pub/restaurant (The Castle on A41) and also Fordhall Farm which has a café, these should be included.
* In the Stoke upon Tern Neighbourhood Plan, page 11, they detail the process as what they have done and not just the general process, is this possible instead?
* Perhaps there should be a note about the timescales being significantly affected by the pandemic.
* In the ‘Evidence’ although we have done a consultation which involved every house getting a survey could it also say that due to the pandemic it was not possible to run events to publicise this survey or do door to door collect etc.
* On page 17, point 3 the word ‘happy’ or ‘content’ has been missed out.
* If Shropshire Council have to provide a Strategic Environment Assessment, can we not have one done anyway?

Action: Jane to draft ‘forward’ and liaise with aPT regarding the points/questions raised.

 Parish Council Chairmen to draft their comments ready for inclusion

1. **Discuss who might undertake the work that SRCC were scheduled to do**

Paul advised the group that he had finally spoken to a lady at SRCC and they are currently going through a change in focus of work and restructure of staff. Paul explained that the Steering Group were looking for someone to co-ordinate and analyse the responses to draft Neighbourhood Plan consultation and although she advised that SRCC could no longer so this she has a request out to all the independent consultants she knew.

Geoff explained that the amount of grant received was exactly the amount that aPT had quoted and the specification on the application included the project of sending out the draft Neighbourhood Plan consultation. We can apply for a further c£1k from Locality but not for anything that we have already specified so consultancy work would be ok but the printing/posting of the draft Neighbourhood Plan needs to be covered from either aPT not costing as much they estimated or requesting money from the Parish Councils.

It was agreed that even though it would take some time the Steering Group could co-ordinate the draft Neighbourhood Plan consultation.

ACTION: Paul to liaise with any independent Consultant who responds.

 Jane to ask aPT if they keep a running costs budgets v actuals

1. **Any Other Business**

No further issues were raised at this stage.

1. **Date of next meeting** It was agreed to leave this until the next tranch of work was received from aPT but as they originally stated that the first draft of the Neighbourhood Plan should be completed by mid Oct then it was hoped this would be in the next few weeks.

Action: Jane to continue to liaise with aPT and email the group members accordingly.