

ST. NICHOLAS HURST PARISH COUNCIL

MINUTES OF THE MEETING OF THE HURST NEIGHBOURHOOD PLAN
WORKING GROUP
HELD IN THE COMMITTEE ROOM, SCHOOL ROAD, HURST
ON WEDNESDAY 17th OCTOBER 2018 at 7.30p.m.

PRESENT: Councillor Wayne Smith (Chairman, St Nicholas
Hurst PC).

Howard Larkin, Lou Robinson, John Edwards, David
Boyd, Maria Land and Ruth Graesser.

Liz Alexander (Bell Cornwell).

APOLOGIES: Gemma Moore, Brian Thomas, Penny Curry and
Mac Stephenson.

OFFICERS: Mrs. M. Bradshaw (Clerk).

0054 **Apologies for Absence**

Apologies for absence were received from Gemma Moore, Brian Thomas, Penny Curry and Mac Stephenson.

0055 **Prejudicial Interests**

There were none to declare.

0056 **Matters arising from previous meeting**

The minutes of the meeting of the 26th September 2018 were agreed and signed by the Chairman. The following matters were noted:

- The Chairman reported that he had received a number of calls from people concerned that the neighbourhood plan is a “done deal”. He has explained to those concerned that this is their opportunity to influence the shape of the Parish over the decades to come. We are in the very early stages of the plan and there is opportunity for everyone to be involved and shape change. Ruth Graesser noted that there remains a lot of confusion between the Local Plan and neighbourhood plan;
- Liz Alexander reported that she had reached out to Ian Bellinger at WBC but, as yet, had not received a reply which she will chase for; and

Chairman's Initials

- Liz Alexander recommended that she could produce an outline document setting out key milestones – this may be useful for future consultations.

RESOLVED: LA to chase Ian Bellinger and produce an outline “milestones” document.

0057 **Progress updates from the Working Group**

LR updated with regards to Group 1 and 4 which she is leading on. She is starting to draw together reports and JE is following a similar format for the Heritage report. Information is awaited from WBC regarding Leisure. LA confirmed that these reports will provide justification and will be appended to the final neighbourhood plan report.

LR asked the group whether they had any feedback on the draft Gypsy/traveller report she had produced. It was agreed that the report was good. DB recommended that, as a point of clarification, reports make it clear that all policies referred to are those of WBC and that they in no way disseminate from this working group.

LR reported that she will be assisting GM in meeting with the Pre-School children to gain their views. GM to write up the findings of this consultation and report back. The Chairman queried whether a similar exercise would be undertaken with the Primary School children. LR to follow up with GM.

Some discussions were held around whether the reports should be published on the website. It was concluded that some are of a sensitive nature and need to be presented in context. It is important that the group is transparent.

The Clerk confirmed that LR and GM had been booked on a workshop being run by the TVERC entitled “Wildlife data and maps: a workshop for Neighbourhood Planning”. The cost was £10 per delegate. The Group agreed that JE should also be booked on the workshop. The Clerk to arrange.

RESOLVED:

- GM to write up findings from pre-School consultation;
- LR to follow up with GM the possibility of a similar consultation with the Primary School children; and
- The Clerk to book JE on the TVERC workshop.

0058 **Project Update from Bell Cornwell**

LA confirmed that an application had been made for grant funding. This had to be made in the Clerk’s name. Approval is awaited - this is expected to take a couple of weeks.

Chairman’s Initials

LA confirmed that she was hoping to gain some free technical support from an organisation associated with the grant application. She will be able to access free advice regarding housing requirements and is speaking with them on the 1st November 2018 – their methodology is supported and tried and tested. The group agreed that this would be sensible and would assist the process.

Discussion was held around the questionnaire and the logistics of its completion be it in hard copy or electronically. RG felt that the current draft questionnaire was quite lengthy. The group agreed to review and feed comments back to LA.

The Group discussed the input of the questionnaire data and the Chairman briefed LA on a quote received from People and Places, an organisation who had experience in this area. It was agreed that this type of expertise will likely have to be bought in. LA agreed to research other opportunities and report back.

RESOLVED:

- The Group to review the questionnaire and revert comments back to LA;
- The Chairman to send LA a copy of the quote received from People and Places;
- LA to provide details of other organisations who may be able to be bought in for questionnaire input and analysis; and
- The Clerk to contact both DK and TS to request their technical expertise in assisting with the questionnaire.

0059 **Arrangements for drop in session on the 25th October 2018**

The next consultation was confirmed for the 25th October 2018 inviting landowners, their agents and businesses to a drop-in session. This was the last of the major consultations. LR thought it important that members of the Working Group had identity badges for this event and the Clerk agreed to arrange.

RESOLVED: the Clerk to produce identity badges for the event on the 25th October 2018.

0060 **Assignment of Key tasks going forward**

The following to be achieved before the next meeting of the Working Group on the 28th November 2018:

RESOLVED:

- LA to chase Ian Bellinger and produce an outline “milestones” document;
- GM to write up findings from Pre-School consultation;
- LR to follow up with GM the possibility of a similar consultation with the Primary School children;
- the Clerk to book JE on the TVERC workshop;
- the Group to review the questionnaire and revert comments back to LA;

Chairman's Initials

- the Chairman to send LA a copy of the quote original received from People and Places;
- LA to provide details of other organisations who may be able to be bought in for questionnaire input and analysis;
- the Clerk to contact both DK and TS to request their technical expertise in assisting with the questionnaire; and
- the Clerk to produce name badges for the event on the 25th October 2018.

The meeting ended at 9 p.m.

Signed.....

Date.....

Chairman's Initials