**Wilmcote Neighbourhood Planning Group**

**Minutes of Meeting Number 14**

**Held at the Village Hall on Tuesday 4th November 2014 at 7.30pm**

**In attendance:**

PC Representatives, Colin Ray, Ted Mander and Jennie Clarke

Alan Griffith (Chairman), Roger Harrison (Treasurer), Lisa Foskett, John Singleton, Emma Ward, Richard Hoskin, Ken Guy, Deanna Fernie, Nick Willson, Keith Vinning, Steve Howell, Kate Compton, Peter Howard, Norman Lee and Louise Stewart

AG welcomed Louise Stewart to the meeting.

**No Apologies**

Distribution all the above plus, Jamie Perry, Peter Goddard, Peter Ward, Hugh Frost, Liz Hunt, Darren Gwynne, Lisa Cashmore, Sarah Carrington-Gull, Pam Reynolds, Jennifer Jackson, Stuart Taylor, Jill and John Philps, Yvonne Burt, John and Sophia Bates.

1. **Pecuniary Interests**
	1. AG reported that Ken Guy’s Pecuniary Interests form had been approved on 27th October.
	2. PC members could not confirm if others have been approved.
	3. Those who have not completed the form should do so. Action All

AG advised the committee that he was standing down from the chair with immediate effect. Warning of his intention to review his position had been advised previously. This was due to issues below and his need to be impartial due to his views/involvement on particular sites.

AG advised that he and Roger Harrison had had several meeting with members of the PC to sign off the questionnaire. This has resulted in numerous alterations and further discussions on the way forward, which was contrary to the current plan. Major problems still exist over the site selection process.

 It had become evident that certain members of the PC had not kept up with the process and were also unaware of the actions taken to date and the planned objectives. Consequently, over the last 10 weeks, it also became evident that if the Neighbourhood Plan is to proceed it needs to be led and managed by the PC who must take an active role at all stages. This is not the case currently.

Roger Harrison supported the statement and said that he would consider his involvement further, once the PC have decided how to proceed and the reporting process . This particularly related to the preparation of the Draft and Final Plan and who would lead this process.

1. **Minutes of Last Meeting Dated 7th October**
	1. These were agreed as a true record.
2. **Matters Arising**
	1. 5f The questionnaire was forwarded to the PC for final approval on 8th October
	2. 7 All public meetings dates amended.
	3. 9 Flyer, pre-questionnaire all complete.
	4. All other issues covered in Agenda.
3. **PC Matters**
	1. Meeting was informed that, as a result of tabling the questionnaire for final approval, the PC changed circa 15 to 20 questions. They also altered the wording, deleting some or all of the Independent Planning Consultant’s information, particularly those items relating to site selection. Site selection is still not agreed. Discussed later in the meeting.
	2. AG and RH updated the committee on the key issues. It was stated that eventually the Questionnaire will have to be approved again by the NPG.
	3. Members of the committee were disgusted with the situation and particularly concerned that all members of the PC were invited 2 weeks ago by the PC chairman to attend the meeting today to explain their concerns. Only one apology was received form Karl McMillan. Chairman of the PC was asked to convey the views of the committee particularly as it appeared that those who have not attended are those who have challenged so many issues associated with the questionnaire and site selection.
4. **Questionnaire Status**
	1. Site Selection

Site Selection is a key issue. The situation in summary is as follows:

* + 1. The NPG committee, in August, reviewed the Independent Planning Consultant’s report and recognised that the potential sites that meet the NPPF are primarily infill sites. The map etc. was prepared on this basis whilst still showing the sites ruled out of consideration.
		2. All sites were added into the map in the LSV as requested by the PC.
		3. NPG agreed, as long as notes were put in the questionnaire to enable residents to make informed decisions. This included Pathlow sites outside the LSV.
		4. Meeting discussed a flow chart, for site selection based upon the NPPF including desk top studies, prepared by CR. Copy attached. It was agreed in principal, subject to an amendment. This amendment was that the desk top study box is changed to NPPF review and that further desk top studies of the shortlisted sites are undertaken during the questionnaire period.
		5. Meeting reviewed the relevant sections of the NPPF document particularly Section 9 Protecting Green Belt Land clauses 85 to 90.

All supported the interpretation that only 6 or 7 sites would meet the criteria of the NPPF and these are basically the sites identified in David Holmes Report as possibly suitable, plus maybe Mrs Ray’s development on Aston Cantlow Road, alongside Marsh Road.

Only one person (NL) had a strong objection at the meeting to this statement.

If this statement /agreement is supported by the PC, the questionnaire could be completed and desk top studies undertaken while the questionnaire is with the residents. AG outlined those issues to be reviewed in any desk top study.

* 1. Covering Letter

 Has been prepared and needs to be approved by the PC.

* 1. Circulation Process

This has been prepared including delivery process and areas. It also includes a programme of events.

1. **Treasurers Report**
	1. Nothing to report on account payments. The only invoice paid in the month was for £180 to David Holmes for his supplementary report on 4 additional sites. The balance in the account is £1937.30.
	2. It was noted that the government has now made funds available for Neighbourhood Planning Groups for next year. 1200 groups are currently set up and 33 plans have been approved.
2. **Communications**
	1. It was noted that, as the public meeting s have all been cancelled, a quarterly flyer needs to be prepared. Action AG
3. **AOB**
	1. Colin Ray stated that he would not wish a member of the PC to be Chairman and asked for a volunteer.
4. **Next Meeting**
	1. Will be convened by the PC on 2nd December 2014.