



## Deerhurst Parish Neighbourhood Development Plan Steering Group

**Meeting on:** Wednesday 14<sup>th</sup> August 2019

**At:** Apperley Village Hall, 7pm

### Minutes

**Present:**

**Steering Group:**

S Baldwin; C Baldwin; A Beddoes; L Bromberg; R Bromberg; H McLain;  
C Mundy; J Pollard; S Andrew.

**Parishioners:**

J Burrows; E Lowinger; G Lowinger; J Scorer; H Hughes; C Hughes; P Lee; N Roberts;  
C Scrimgeour.

**Apologies:**

M Couzens; C Forbes; B Leeke

**1. Welcome and Introduction:**

Laura welcomed everyone to the meeting.

**2. Declaration of interests:**

None.

**3. Minutes of last meeting & matters arising:**

Minutes of last meeting – 12 June – were agreed.  
Matters arising are taken up in this agenda.

**4. Correspondence:**

Emails received to: [contact@ourparishplan.co.uk](mailto:contact@ourparishplan.co.uk)

**5 June:** Dr Graham Jones, School of Geography & the Environment, Oxford Univ. offering assistance.

**20 June:** Barbara Pond GRCC Community Action in Gloucestershire grcc.co.uk asking for an update. LB replied.

**16 July:** Rob Croft, parishioner offering to help NDP during summer holidays. LB replied offering to meet him.

**Action:**

**LB to double-check that all emails have had replies.**

## 5. Planning:

- **Deerhurst Parish Planning Applications:**

LB informed meeting that there have been a couple of local small scale planning applications submitted to the Parish Council, one in particular which was of concern to local residents. LB outlined the importance of the NDP in managing these applications through general principles (for example 'no building within a certain distance from the Village Green'). This would support the Parish Council in making recommendations.

- **Tewkesbury Borough Council - Land allocation for next 5 years:**

A recent press release has identified that Tewkesbury Borough Council have a shortfall in their 5-year land supply. This would add pressure on all areas for development. Currently, the precise shortfall number is unclear. It is understood that the figure is in addition to the 10,000 homes comprising Ashchurch Garden Town. The resulting impact of this is, that the NDP should now identify potential future sites.

- **NDP support from TBC**

It was noted that Jane Wormald is no longer supporting NDPs within Tewkesbury Borough Council. Instead she has been moved to a post supporting identifying the shortfall in land supply. She had sent a useful email identifying next steps for the group, and noting our good progress to date.

### **Actions:**

- *HMCL to seek clarity from TBC on the shortfall of homes in this 5-year period.*
- *LB to clarify with Matthew Barker, TBC Planning Policy Manager, on the statutory procedure for supporting NDPs in the Borough.*

## 6. Finance & Grants – update

- **General grant:**

AB confirmed that the Parish Council is now in receipt of an £8,156 general grant towards the NDP. The grant is to be administered by the PC. Claims for reimbursement of expenses will be signed off and allocated by AB & LB.

### **Action:**

- *AB and LB to design an expense re-imburement form. LB to verify expenditure as NDP spending, before sending to Fiona Wallbank, for Len Attard to authorise. Expenses can then be paid.*

- **Housing Needs Assessment (HNA)**

- **Design Code:**

This work has been allocated to Aecom who hope to complete the report by mid-October.

- **Future grants:**

### **Action:**

*AB to look into whether there are any further grants.*

## 7. Communications – update:

- **Flyer delivery:**

There is a master spreadsheet that has been created logging all communications with every household in the Parish, noting which households we have not yet managed to speak to in person. Any remaining households which have not had a flyer delivered, have now been allocated for delivery.

### **Actions:**

***The following households are remaining:***

- ***A38 – 2 properties: Sue Baldwin***
  - ***Walton Hill queries: Phil Lee***
  - ***Deerhurst Village: Sue Andrew & Nicole Samuel***
  - ***Deerhurst Rd: Jean Scorer***
  - ***GL19 4EJ – Oaklands – Sue B to clarify if Liz has delivered to these***
  - ***Gabb Lane and GL19 4DW;4AP; properties off Saw Pit Lane incl. Ringers Gardens & Orchard End – 15 properties: AB to check w. Stephanie Ridal***
  - ***School Road: Neil Roberts***
  - ***Park Homes 1-30, Lower Apperley: Dave and Alison Beddoes***
  - ***Wick Lane (next to The Farmer's Arms), Lower Apperley: Jim Burrows***
  - ***Roefield / Greyhill Farm / Bumble Cottage***
  - ***Saw Pit Lane – Jean Scorer (identified houses)***
- **Village Fete 14 July**

This was a very positive event where over 100 people were spoken to and placed dots for their houses on the large map. These have now been identified on the spreadsheet of interactions. For any future event we need to front load volunteers at the beginning of the event when it is busiest.
  - **Communications Plan**

SB noted that it would be best to meet the community groups alongside the completion of the questionnaires, so this will be moved back in the communications timeline.

## 8. Project Plan – update:

- Evidence collection – next stage
- Questionnaire - update

There was a discussion between the extended group on next steps as we are moving to the stage of evidence collection. Part of this process will be to consult other local Parishes who have undertaken the process to learn from their experience. It was agreed that now that we have grant funding; the NDP committee will look into the use of consultants to support this part of the process.

**Actions:**

- ***AB to look at other potential grants for technical support***
- ***AB to follow up her previous emails with consultants to see what they offer***
- ***SA to let questionnaire consultants know that we will be in touch when we reach the stage of needing a questionnaire written***
- ***Jean Scorer highlighted the importance of involving younger people***
- ***SA will identify who we need to contact in Stoke Orchard and Twyning Parish Councils to learn more about their NDP process.***

**9. Media:**

- Website Privacy Notice / Compliance - update  
To be discussed next meeting as CF was not able to attend this meeting.

**10. AOB:**

None

**11. Date of next meeting**

- **7pm Wed. 11 Sept. Apperley Village Hall.**

Meeting closed: 8.05pm

Minutes: SA/LB