



Deerhurst Parish Neighbourhood Development Plan Steering Group

Meeting on: Wednesday 13 November 2019

At: 7pm, Apperley Village Hall

Minutes

Present:

Steering Group (SG):

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

Parishioners:

L Attard; P Lee; C Lee; I Staines; R Croft; A Croft; J Scorer; P Fay; H Hughes;
C Hughes; D Beddoes; N Roberts; G Lowinger; E Lowinger; C Shaw; W Barff.

1. Welcome and Introduction:

Chair welcomed everyone to this month's meeting.

2. Apologies:

Ali Beddoes; J Burrows; J Rudzki; C Forbes; M Couzens.

3. Declaration of interests:

None.

4. Minutes of last meeting; matters arising; correspondence:

The October minutes were signed off as an accurate record.

Matters arising from last month's are taken up in this agenda.

5. Correspondence:

None since last meeting.

6. Planning – update:

- **Deerhurst Parish:**

Gabb Lane: This was land in the Parish included in the TCB Land Available 2019. This application, under the Planning in Principle (PiP) scheme, is for 1 property; in the LA exercise this plot was assessed to have a capacity for 10-12 houses.

For further information on PiP ref. the Powerpoint presentation given by Annette Roberts of Tewkesbury Borough Council, which is available to view at <https://www.ourparishplan.co.uk>, and a copy was emailed to the NDP mailing list with the Oct. minutes.

- **Tewkesbury Borough Council:**

The Tewkesbury Borough Plan – Pre-Submission consultation – deadline for responses is **5pm Mon. 18 November 2019**. <https://www.tewkesbury.gov.uk/pre-submission-tewkesbury-borough-plan>

News: it was reported that at a Planning Appeal the Inspector found in favour of Gladman Properties to build 215 properties in Bishops Cleeve, It was noted that the Inspector mentioned the TCB shortfall in land allocation.

7. Project Plan – update

Actions:

- **CB to send Ben Davies a copy of the NDP Project Plan for uploading on the 'Documents' section of ourparishplan.co.uk**

8. Evidence collection

- **Design statement – update**

This is now with the Locality (<https://locality.org.uk>) signing-off team.

- **Photography – update**

RB has now built-up a collection of several thousand photographs of the Parish, which can be drawn upon for the NDP. His next challenge is to categorise and 'label' them. A big thank you to Brian Leeke and Jean Scorer for providing some photographs of the 2007 flooding in Deerhurst.

- **Consultants – update**

LB reported that five planning consultancies have been approached in a search for some expert assistance with the next stage of the NDP. Three were discounted due to either a conflict of interest; not taking on further NDP work; and price. It came down to two options and LB explained that either choice would be fine, however, the meeting agreed to commission David Lowin (DL), Ridge Property & Planning Consultants <https://www.ridgeplanning.co.uk> as they had worked on the Twynning NDP, which people agreed is an excellent example of an NDP. The fee has been agreed and capped at £3,500 (+ printing & expenses).

The first task for DL is to help the SG devise a Parish questionnaire.

The aim is have a draft of the NDP ready by Easter 2020.

- **Questionnaire – update**

The aim is to send out the questionnaire post-12th Dec. (General Election)

Householders can complete these over Christmas/New Year. It is statutory to allow 4 weeks for this, we will add 1 week due to the holiday period.

We understand that it is 1 questionnaire per voting adult in the Parish.

It was agreed that the questionnaire will be available as both a paper/hard copy and online.

- **Deerhurst Settlement Survey:**

JP brought up the issue of completing the Settlement Survey for the whole Parish (it was only done for Apperley) as this would make it a useful document for the Parish and could be part of the Evidence for the NDP. JP suggested that Toby Jones (who did the earlier survey for Apperley be invited to do the work, which would be completed within a day and overseen by JP.

The meeting agreed that Toby Jones should be commissioned to do this work to complete the SS to cover the whole Parish; up to a day's work @ £30 per hour, capped at £300.

Actions:

- ***SA/LB to organise a meeting with David Lowin and Steering Group a.s.a.p. – 11:00 Sat. 23 Nov. incl. a tour of the Parish and discuss/work-up questionnaire.***
- ***SA/LB to arrange a meeting with SG & Ben Davies to discuss the options and costs for an online questionnaire, such as SurveyMonkey.***
- ***JP/HMcL to find out the voting population of the Parish.***
- ***Any Parishioner wishing to take on the co-ordination of the spreadsheet to check we have covered all households, please contact Laura to discuss contact@ourparishplan.co.uk***

9. Finance – update

- **Financial summary Sept/Oct. & NDP Finance & Expenses Policy**

There has been no expenditure in the last month.

The Planning Consultant will be paid from the General Grant. The requirement of this grant is that it needs to be spent by the end of March 2020. We can apply for further funding in the next financial year, should this be necessary.

Actions:

- ***SA/SB/LB to check payment of Village Hall invoice.***

10. Communications – update

Main task is the questionnaire and making sure we have consulted with Parishioners as widely as possible, including meeting Parish clubs, towards end of Jan' 2020.

It was agreed that we need to highlight the questionnaire in all the ways identified in the NDP Communications Plan – e.g. Comm. Facebook page; posters; ourparishplan website etc. If permissible, leaflet Parishioners post-voting on Thurs 12 Dec.

Actions:

- ***Comms. Working Group to meet on 23 Nov. to schedule workshop etc., consultation with community groups, delivery of questionnaires.***
- ***Parishioners who would like to get involved in helping with the various tasks required to get the questionnaire out to community contact Sue Baldwin contact@ourparishplan.co.uk***
- ***LB to write a short para' about the questionnaire for December issue of The Severnsider and a reminder for the January '20 issue.***

11. AOB

- None

12. Date of next meeting: December date - to be confirmed.

Actions:

- ***SA to contact & book the Village Hall for Dec. meeting – either Wed. 11th; Tues 10th; or Mon 9th.***

Meeting closed: 8.20pm