



Deerhurst Parish Neighbourhood Development Plan Steering Group

Meeting on: Wed. 11 May 2022

at: 7.30pm (online - Zoom)

Minutes

Present:

Steering Group (SG):

Laura Bromberg; Robert Bromberg; Sue Baldwin; Clive Baldwin; Chris Mundy; Alison Beddoes; Matt Dimond-Brown; Sue Andrew.

Apologies: Heather McLain; Jim Pollard; Richard Thwaites.

1. Welcome & introductions:

LB welcomed members to the first Steering Group meeting of 2022.

2. Declaration of interests:

None.

3. Minutes of last meeting:

Matters arising will be taken up in this agenda.

4. Recap on progress to date & plans moving forward:

The meeting agreed that checking the draft 'Policies' are relevant, robust and appropriate is now a priority. With this in mind, it was agreed that it would be useful for the group to review the policies of the 3 NDPs below and compare them with our current draft policies.

- Ashchurch Rural Parish: [Submission Draft Ashchurch Rural Neighbourhood Development Plan \(July 2021\) \(pdf, 3.19 MB\)](#)
- The Leigh: <https://theleighpc.org.uk/wp-content/uploads/2021/02/Reg-14-draft-amend.pdf>
- Woodmancote: <https://woodmancotendp.co.uk/ndp-draft-plan/>

Actions:

- *Group to review the policies of 3 local NDPs and compare with our draft policies.*

5. Planning Consultant - update:

The group agreed that we need to appoint a new planning consultant to take us through the remainder of the NDP process. The maximum daily rate we are allowed to pay is £550.

Action:

- *LB & SA to meet with a Andrea Pellegram, planning consultant (www.pellegram.co.uk) @10:00 16 May (Zoom) and report back to the group.*

6. Tewkesbury Brough Council (TBC) update:

TBC has recruited / has someone in post with responsibility for NDPs in the Borough. The meeting noted that it is a statutory requirement for Borough Councils to have this post filled in order to assist the community/Parish Councils with the NDP process.

Actions:

- *LB & SA to meet new TBC postholder/s and bring them up-to-date with our progress.*

7. Financial update:

Once we have received a quote from chosen planning consultant, AB will apply for a further grant from Locality. AB confirmed that the rules of the grant permits paying professionals for their services including a planning consultant, website design, graphic design, printers etc.

Actions:

- *AB to confirm the spend to date and the total we may apply for up to completion of NDP.*
- *AB to apply to Locality for grant.*

8. Website update:

It was agreed that www.ourparishplan needs to be updated – urgently.

The associated email addresses no longer work and a new Google Mail address deerhurstndp@gmail.com has been set-up which will be the main contact from the website; monitored and used by SA.

Due to increased work commitments, Ben Davis who built and updated the OPP website needs to handover to a new volunteer who can use WordPress. The meeting agreed that it is a priority to find someone for this role, particularly at this stage in the NDP process, as we need to regularly update the site and have it functioning.

Actions:

- *New email updated across the OPP website asap.*
- *CB to contact someone he knows re. website management.*
- *RB to meet BD re. website understanding.*
- *SA to check copies of past minutes & agendas are located & ready for uploading to the site.*

9. Summary of draft Plan to date:

LB gave a summary of where we are to date

10. Suggested reading from Jim Pollard:

LB thanked JP (in his absence) for his recent email.

Actions:

- *LB to share JP's email with the group for reading*

11. Environment Policy draft:

LB thanked MD-B for his draft Policy 8 - Climate Emergency* (*declared by the UK parliament in May 2019 and Tewkesbury Borough Council in October 2019). It was agreed that we must ensure that our NDP addresses this. Agreed to devote a separate meeting to discuss MD-B paper.

Actions:

- *Group to read paper.*
- *LB/SA to propose dates/times for a group to meet and discuss.*

12. Next steps:

Agreed that next meeting (possibly face-to-face) depending on Village Hall availability in about two weeks – time for people to review the 3 x neighbouring NDPS.

Meeting discussed holding awareness-raising sessions for the wider community, over the next few months.

Action:

- SA to contact Village Hall re. availability for meetings and wider community sessions.

13. AOB:

None.

14. Date of next meeting: To be confirmed

Meeting closed: 20:15