

## NEIGHBOURHOOD PLAN WORKING SESSION NOTES

<b>Date:</b>	<b>05 February 2024</b>
<b>Venue:</b>	<b>Ashlea Room, Parish Hall</b>
<b>Present:</b>	Julia Davies (Chairman), Sarah Chapman, Mike Dormon, Clare Maynard, Sharon Strutt, Maria Tasker, Anne Washbourn, Christina Whellams (Secretary)
<b>1. Apologies:</b>	Rowan Lloyd, Jan Reynolds, Gini Trower

### 2. Notes of the last meeting (20 November 2023) were agreed.

- a) An addendum should be added to the minutes to state that the last meeting was postponed so that when they are added onto the website it is clear to readers that the meeting did not take place.
- b) Several of the actions for the Chairman had not been completed so will be carried forward to the next meeting.

### 3. Finance

- a) Nothing has changed in terms of the financial situation. There is a little bit of funding left in the SAPC budget which can be used for the website expansion at £54. The other two parish councils have also agreed to add money to the budget where needed.

### 4. Health Check

- a) General overview – the health check has not been enormously helpful, and the reviewer’s feedback continually refers us to various legislation rather than informing us of the amendments required. There are a couple of areas where further clarification is needed from the reviewer.
- b) The Dropbox links in the documentation didn’t work for the reviewer (although he hadn’t highlighted this at the time the Health Check was carried out) so it was suggested that all files are placed on the website moving forward.
- c) The NPPF was changed in December 2023 and so the Steering Group need to consider this in relation to greenbelt issues and seek further advice from EHDC.
- d) The Chairman will report back to Locality the Steering Group’s experience of the Health Check.
- e) The consultation responses will be made available on the website, anonymised, so it is clear that all comments have been considered.
- f) The Health Check response has been sent to Laura Guy at EHDC and a meeting will be set up.

### 5. Changes to the Plan

- a) Local Green Spaces - The Chairman will draft some text and circulate to the Steering Group for comment.
- b) Hedgerows (No. 49 on Health Check) – the existing information needs to be reviewed.
- c) Transport (No 59 and 61 on Health Check) – ‘rights of way’ and ‘parking standards’ need reviewing.
- d) The Action Plan also needs checking, particularly to identify where biodiversity investments and enhancements should go.
- e) Numbering for Policy and Sites need to be amended for consistency, and Wilderness Grove needs to be moved to the ‘completed sites’ section.
- f) More detail needs to be given for the designated boundary within the plan.

### 6. AOB

- a) Dates for Sub-Group Meetings – There are no plans for sub-groups to meet, however, the processes (Health Check Part 1, 1.8 and 1.9) need to be looked at. It was queried whether the screening report should be sent to the statutory consultees, considering that the policies were sent for their review. We need to seek advice from EHDC.

- b) Timescales – it was suggested presenting the plan to the three parish councils around the end of March.
- c) Consultation Statement – wording needs amending to reflect that the minutes are located on the website and not on Facebook.

**7. Date of the Next Meeting**

The next Working Group meeting will take place on Monday 26 February 2024 at 7.30pm.

*ADDENDUM: The meeting on 26 February 2024 was postponed to 18 March 2024*

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**ACTIONS:**

- A) JD to draft text relating to St Margaret's Community Wood.
- B) JD to contact Laura Guy for a meeting.
- C) JD to draft communication for the website and Facebook pages.
- D) JD to draft text on local green spaces.
- E) RL and MT to review hedgerows with Rob Bennett.
- F) CM to review transport.
- G) The Action Plan to be reviewed.
- H) Policy and Site numbers to be amended.
- I) Text to be elaborated on for the designated boundary.
- J) All to submit questions for raising with EHDC.