

NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on Friday, 21st November, 2014 at The Old Fire Station, Shifnal

1. PRESENT

Chris Raine (Chair)
Robert Harrop (Shifnal Town Council)
Andy Mitchell (Shifnal Town Council)
Andrea McWilliams (Shropshire County Council)
Trevor Tarran
Bob Vincent
Tim Day
Chris Bowden (via SKYPE)
Sheila Offland (Secretary)

There were no apologies.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on Friday, 31st October, 2014 were approved.

3. MATTERS ARISING

There were no matters arising.

4. CO-OPTED MEMBER

The Group welcomed Tim Day as a co-opted member. Tim has volunteered to act as the Web Administrator for the website.

5. DECLARATION OF INTEREST

Trevor Tarran made a declaration of interest as he is Secretary of Shifnal Cricket Club and they will be making comments to the Group. Bob Vincent is in the same position with the Shifnal Society.

6. CONSULTATION

Chris said the consultation has been `cracking on`. People responded well at the Farmers' Market and `post-it noted` their priorities. Traffic and car parking was a concern together with the extent of new housing development, the Green Belt and the need for a new GP Surgery. This confirmed that the objectives identified by the SG are in line with the residents priorities.

The questionnaire has been printed and will be distributed shortly. The link for completing the survey on-line will also be on the Town Council website by Monday.

There are drop-in days tomorrow and next Saturday, 29th November 10.00am to 4.00pm.

Members should publicise these as much as possible.

Radio Shropshire may come along on the 29th and the Shropshire Star may send a photographer. Chris will chase up confirmation with them both on this early next week.

Andrea McWilliams asked if anyone was going to the LJC on 2nd December. Chris said that as she was now unable to attend because of her knee Operation on 1st Dec. She had asked Bob Vincent to attend to introduce the NP and Robert will also be there. Andrea said there is an opportunity to use the meeting for some consultation/feedback for the NP. **Bob will give an update on what we have done so far to the LJC and take publicity material and facilitate a feedback discussion with those present.**

7. SKYPE DISCUSSION WITH CHRIS BOWDEN, NAVIGUS PLANNING

Chris Raine said that Trevor had briefed us on the conversation he had previously with Chris Bowden. Chris explained that there were now very few sites available for any sort of development in Shifnal so our Neighbourhood Plan will not major on development. Chris Bowden was asked how that will work in the context of what is a land use plan and how he can support us. He has looked through the documents which Trevor had sent him and the issues are clear. It will be an infrastructure-led plan and we should get as much money as we can from the developers. It was noted that as all the housing sites had already received planning permission it was too late to negotiate any more Section 106 monies. It will be tricky in the circumstances in Shifnal but there is also CIL money.

CIL has to be spent on infrastructure so it does not matter who has it re the Town Council or Shropshire. The amount of CIL money that is/will become available is not clear as the number of proposed houses is being changed as sites are developed and builders see what size/type of house is selling well.

Chris Raine said there are 9 sites approx. 1400 houses around Shifnal with Planning Permission and some already had full permission ie reserve matters. . Chris Bowden said he was not aware so much development had been granted.

Chris Raine asked what would he thought could legitimately be included in the 'planning policies' section of the Neighbourhood Plan?

Chris Bowden said the Neighbourhood Plan cannot change the Green Belt but it can include a statement which makes it clear the position on any potential changes that might be proposed. Chris said the SG needed to think about what they want to achieve in the town centre and with traffic more widely through the town and community facilities etc. Think about specifics.

Chris Raine said that traffic is one of the top priority issues and Shropshire Council Highways are carrying out a feasibility study now, then their consultant would prepare a 'concept plan' based on the Shared Spaces approach for public consultation in February/March 2015.

Chris Bowden said we do not want an unacceptable impact from the new development on the roads and traffic. Shropshire Council should be assessing that in relation to the new applications. If you say there is going to be a town centre scheme that will be a land use matter so can be included in the NP. The focus in the NP should be on specific schemes. Accessibility between the new and the existing areas eg walkways, is important to link the new schemes into the town's network.

In response to Tim Day, Chris Bowden said the Neighbourhood Plan does not have the powers to change the Green Belt boundaries.

Chris Raine asked what other advice Chris Bowden could give us and what should we be doing next?

Chris Bowden said we have been doing the right type of evidence gathering and we have got a lot of what we need and he noted there are more engagement events with the community planned in the next 2/3 weeks. Get down to the 'nitty gritty' of what we need and why do we want it. This is

more than just a list of wants. What are things going to cost? What will we get through CIL and how can we get other funding? We must build up the business case. Chris can help us with that.

Chris Raine said we are talking to Shropshire Council but what should we expect from them? Should they be pleased we are doing a Neighbourhood Plan? Chris said we should aim for a good working relationship with the local planning authority.

He said that from his experience of Shropshire when he was involved in the Albrighton (Light) Np he thought they would be positive and supportive.

Robert Harrop said the Town Council are doing work on the Place Plan. How close to the priorities in the Place Plan should the Neighbourhood Plan be?

Chris Bowden thinks the two have to be in line and virtually one and the same.

Robert Harrop said at present we have three Groups: The Town Council, Shifnal Forward and the Neighbourhood Plan. All are looking at the same priorities but not joining them together. Chris Bowden felt that a meeting of the three would be of value.

Trevor asked where do we go from here? Chris Bowden replied that once we have all the information in we should start to give him an idea of the priorities. He will look at them and we start then to put together the skeleton of what the document will look like.

Trevor will let Chris have feedback after his meeting with Eddie West together with a list of the developments with the type of housing that he has already drawn up for the Steering Group.

Trevor said that in the SAMDev they say they are not looking to alter the boundaries but in the next round ie.in the next 5 years, they will be reviewing the Green belt as part of their review of the Core Strategy. Are there ways we can influence Green Belt boundaries in advance?

The Neighbourhood Plan takes us to 2026. Chris Bowden said our Plan does not have to stop in 2026.

Trevor said the Plan should comply with the Core Strategy and the SAMDev. How might we be able to guide the Council when it comes up for review?

Chris Bowden said that the Green Belt is such a hot topic and one suspects it will run and run.

Chris Raine thanked Chris Bowden for his time and said the session via skype had worked well and it had been very useful.

8. CIL MONEY

Tim Day asked what was the trigger for the increase in the CIL money?

Trevor thought it would be triggered by the commencement of development but he will get clarification of that.

9. SETTING UP A WEBSITE

Chris Raine said we need a website to be transparent about the process as required by the regulations and to communicate progress and news with people in Shifnal. There will be a set-up cost and small annual hosting fee. Tim Day has volunteered to be the Web Administrator and keep the site up to date. Andy Mitchell said we should speak with Mac Sandal to ensure there is a link

from the Town Council website. Chris has three quotes of which Ascendancy, the Shifnal besde company was the lowest and would meet the specification. It was agreed in principle that we should use the local company if they could meet our requirements. We will need to decide about what content/menu we want on the home page. It should be easy to navigate. **Chris and Tim will discuss the website further with Ascendancy and report back to the December 12th meeting.**

10. FACE TO FACE CONSULTATION

Chris has spoken to Youth Groups, Shifnal Forward, the Business Forum and the Chamber of Trade (to fill in the questionnaires) and the Townswomen Guild.

Trevor has emailed Sports Clubs.

Robert has contacted Shifnal Primary School

Sheila has contacted the Shifnal Patient Group

Bob Vincent has been in contact with St Andrew's School who have done a child-friendly version of the questionnaire and spoken to Shifnal Society.

Tim said there will be something in the next St Andrew's Church Magazine

Chris asked that Steering Group members encourage people to come to the drop-in days.

11. ANY OTHER BUSINESS

- The Football Club have made representations saying they hope they will be able to continue to use the Football ground in Coppice Green Lane which they lease. The background is that the land was sold some years ago to a Housing Association who have now indicated they would like to develop the site but they have not as yet been able to find another suitable site for the Football Club.
- We need to make sure we work together with the Town Council and Shifnal Forward. Robert Harrop said that at last night's Town Council meeting it was said there is confusion about the link with Shifnal Forward over the Place Plan. The Town Council had already allocated levels of importance to items in the Place Plan at their special meeting but would now need to consider iews from Shifnal Forward that had been received. To address that they are now putting it on the Town Council December agenda. Andy Mitchell said they need bringing together. Robert said if there is solidarity it will give strength to the Neighbourhood Plan.
- Chris asked how can the Steering Group can best ensure that the Town Councillors are conversant with the breadth and scope of the Neighbourhood Plan? Andy said they have had copies the questionnaire and the leaflet and that Councillors were positive about the branding and the work being done by the Steering Group to progress the plan and consultation. Robert said it is up to him and Andy to report back to them at each Town Council meeting. Chris suggested that she could give the Town Council a short presentation on the outcome of the Consulation once it had been summarised and a briefing on the NP process could also be arranged for Town Councillors?

12. DATE AND TIME OF NEXT MEETING

Friday, 12th December, 2014 at 10.00 a.m. at The Old Fire Station, Shrewsbury Road, Shifnal.