

## SHIFNAL NEIGHBOURHOOD PLAN STEERING GROUP

### Minutes of meeting held on 13 February 2015 at the Old Fire Station Shifnal.

#### 1. Present

Chris Raine (Chair)  
Robert Harrop (Shifnal Town Council)  
Andy Mitchell (Shifnal Town Council)  
Andrea McWilliams (Shropshire Council)  
Trevor Tarran  
Bob Vincent  
Tim Day

#### 2. Apologies

Sheila Offland (Secreatery)

#### 3. Minutes of last meeting

The minutes of the meeting of 23 January 2015 were agreed.

#### 4. Matters arising

Website: TD updated on the website which was taking time but was ready for launch the next week, although some material was not loaded yet. **It was agreed** that we go ahead with launch and that documents be added as and when available.

Shifnal Forward: CR reported that Shifnal Forward Steering Group had agreed, at their meeting the previous evening, that Action Groups would work with the NP Steering Group to support the development of the draft policies for the Neighbourhood Plan. This approach was agreed by all.

**CR will extract the relevant action points** in the Neighbourhood Plan Skeleton Report and group them under each of the Action group theme areas.

**It was agreed** that members of this Steering Group(SG) would take the lead with the Shifnal forward Action Groups as follows; Trevor Tarran – Planning and Environment; Robert Harrop - Economy and Tourism; Chris Raine – Transport; Andy Mitchell – Community Well-being. The SG leads would liase directly with the Chairs of each of the Action groups and arrange for the group to meet to make a start on this work. However, **it was agreed** that this be done after the Steering Group meet on 20 February to discuss the NP Skeleton Report in detail.

#### 5. Neighbourhood Plan Skeleton Report

Chris Bowden(CB) of Navigus Planning joined the meeting via Skype. Chris Raine (CR) had extracted the action points from the Report highlighted for the Steering group to address within the High, Medium, and Low priority classification given to them by CB and this had been circulated to members of the SG.

CR indicated to CB that the Steering Group were very happy with the report which was an excellent working document, and gave a structure to the Neighbourhood Plan as well as a very useful content with those gaps needing filling clearly identified. CB had raised the need to explain better the challenges facing Shifnal so that outsiders,

developers etc were informed, also the need to project forward and give a Vision of how we wanted the town to look at the end of the plan period.

A debate ensued on whether the Neighbourhood Plan should go to 2026 or to 2030 – the reason for the latter being that Shropshire Council will be reviewing the Core Strategy sooner than expected so the areas of Safeguarded Land/Greenbelt will become an issue sooner than first thought. This would minimise the need to review the Neighbourhood Plan. The problem was agreed to be that of using ever-changing information and ensuring that developers could not appeal against the Core Strategy on the basis of its population data etc being out-dated... After some debate it was agreed to stay with 2026 as our Plan period end-date.

The issue of the mix of housing was discussed at length, and how to build local housing needs into the Neighbourhood Plan. It was also agreed that a bigger population would doubtless attract supermarket developers and so the issue of preferred supermarket sites might need to be addressed.

The label of ‘historic market town’ also needed to be defined. BV offered to attempt this and also to revise the History section of the Report (2.1 – 2.6) by shortening the start of the History section and focussing on ‘the key land use events that have shaped Shifnal in very recent times’ and therefore shaped the issues that Shifnal faces now.

The website was discussed and CB suggested that we keep it simple for now and ensure that we do not make too many promises in e.g. the Vision and the Objectives. Examples would be resolving the issues of Car Parking and Green Space, also ‘influencing’ or ‘directing’ rather than ‘controlling’ further development. CB stressed that the Neighbourhood Plan needed to be a document which the local community could read, understand and vote on.

CR thanked CB for his very helpful input and mentioned that we were still awaiting the final version of the Consultation Report from Liz Bourne. (see item 8.)

## **6. Vision & Objectives**

It was agreed that this be carried forward to the meeting on 20 February 2015 along with a more detailed discussion by the Steering Group on the whole Skeleton NP report to agree action to be taken and by whom.

## **7. Publicity**

BV had circulated a final draft Poster, Update Sheet and Press Release which were ready to go out. These presented an outline of the response to the Questionnaire and Face-to face sessions. The Poster is to go up in local shops and on Town Council Notice boards. The Update Sheet will go out to all those groups we contacted before the first round. BV will pass this to Mac Sandal for forwarding to Shifnal Town Councillors. CR will pass him her list of media contacts.

## **8. Consultation Analysis Report**

It was agreed that the present document was not adequate and that a revised version was required urgently including for the website.

Agreed that the Chair of the group should write to LB Project Consultant informing her of this decision and outlining what the Steering Group required.

## **9. Consultation on the Draft Policies**

It was agreed that this be an event which would be a drop-in session and that the usual mix of publicity materials ie Noticeboards, shops , Library circulating to groups and contacts, press release plus website information would be produced to Publicise the date and venue.

The approach should be to keep it simple with members of Steering Group and Shifnal Forward Action Groups members(who could be available to help) to be on hand to explain the policies as necessary. A feedback sheet would be provided and people asked to complete it as they went around looking at the information Boards. Shifnal Town Councillors will all be invited to come along as it was important that they knew what the policies were that were to be included in the Plan.

## **10. Date of Next Meeting**

It was agreed to meet on 20 February at the Old Fire Station to discuss the Neighbourhood Plan Skeleton Report in detail.

The next scheduled meeting of the Steering Group would be 13<sup>th</sup> March 2015.