

## SHIFNAL NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on 19<sup>th</sup> June 2015

### 1. PRESENT

Chris Raine (Chair), Robert Harrop (Shifnal Town Council), Trevor Tarran, Tim Day, Bob Vincent, Andrea McWilliams(Shropshire Council) .Chris Bowden via skype (11.10 -11.50)

### 2. APOLOGIES

Andy Mitchell ( Shifnal Town Council).

### 3. MINUTES OF THE MEETING HELD ON 15<sup>TH</sup> MAY 2015

These minutes were approved.

### 4. SHIFNAL FORWARD SCRUTINY OF DRAFT PROPOSALS HELD ON 11<sup>TH</sup> JUNE

Noted that the feedback on the summary of draft Neighbourhood Plan proposals from the Shifnal Forward Steering Group and Action Group members had been very positive about the document. The issues that were highlighted by the Action groups and during the challenge session will be summarised in a note and circulated with theses minutes.

### 5. FEEDBACK FROM CONSULTATION EVENT ON DRAFT PROPOSALS 12<sup>TH</sup> JUNE.

It was agreed that this had been a very well attended event with 300 people attending. The response had been very positive to the proposals by the great majority and there had been a really good atmosphere with the community being very supportive of the work that the NP team were doing. The exhibition presentation had gone down very well. It was noted that the putting the flier through all letterboxes had really been very effective again in getting the message out into the community. The event had been reported in the local paper both before and after with pictures.

It was noted that there were 190 feedback forms completed on the day and more via the on-line facility. A member of the community has volunteered to enter the data onto a spreadsheet so that it will be easy to see the `I agree /don't agree` and importantly the comments. It was going to take 2/3 weeks to enter the data. Bob will liaise with JM as needed.

**ACTION:** - **Trevor** offered to analyse the comments and highlight those requiring policy consideration. **Bob Vincent** will prepare a draft report on the outcome of the Consultation for the Steering Group.

### 6. FEEDBACK FROM MEETING WITH SHROPSHIRE COUNCIL PLANNERS 18<sup>th</sup> JUNE

Trevor reported on the comments given by Eddie West and Andy Mortimer. It was noted that the 2 main points put forward by EW were that there needed to be more local detail to make the policies more specific to Shifnal. And that there was a need to consider the language used eg re `safeguarding land` It was acknowledged by EW that the Np was a community led plan

and the language would reflect that. It was agreed that a note of the comments re policy proposals would be circulated with these minutes.

**ACTION:-**TT/CR to prepare note of feedback re draft policy proposals to circulate.

## 7. TIMETABLE AND ACTION REQUIRED TO FINALISE PLAN DOCUMENTS

There was a discussion with Chris Bowden about the need for a timetable based getting a final draft of the Plan document to the Town Council meeting on 17<sup>th</sup> September. (Agenda dispatch is on 10<sup>th</sup> September for this meeting.)

Noted that CB did have time in his diary to commit to preparing the final plan document by early September. He had holiday booked for 28<sup>th</sup> July to 13<sup>th</sup> August.

**ACTION:-** CB will provide the timetable along with an estimate of Consultant days required to carry out the work to finalise the plan and prepare the supporting documents required for the Submission eg; the Consultation Statement and Basic Conditions Statement.

**ACTION:-**CB will action the the request to Shropshire Council planners re the SEA assessment for the Plan. His view is that it will not need an SEA assessment as there are no significant developments proposed.

**ACTION:-** It was noted that CB and the Steering Group needed to review the current version of the plan to consider in particular whether the evidence base is strong enough to support the policy proposals. There needed to be reference to the outcome of the community consultations, the socio-economic data, the higher level planning framework, and other relevant technical evidence.

**ACTION:-** TT to complete the referencing of the Policies to the NPPF and Shropshire Council's Core Strategy and SAMdev and circulate.

**Noted** – a list and description of any Non – Policy Actions/Proposals to be put forward in a separate Appendix needed to be drawn up.

## 8. HOUSING NEED/MIX

CB had prepared a note on Housing Mix with evidence from the Council waiting list and other sources. 2 additional policies were proposed; HG2 Housing Mix – for new housing within the settlement boundary. HG3 Dwellings appropriate for the needs of older people.

The policies were agreed though possible question re whether the evidence was strong enough from the Shropshire Council Planners were also noted though they had not seen the text for these policies. It was noted that this issue had been raised by a significant number of residents during the initial round of consultations, which is why the Steering Group had requested the work by CB.

9. PLACE PLAN 2015/16 – FEEDBACK ON CHALLENGE DISCUSSION WITH sf CO-ORDINATOR.

CR and TT had attended a meeting with Jayne Owen to put forward comments on the Place Plan 2015/16. Jayne has subsequently circulated a note summarising all the comments. This plan will go forward to Shropshire Council Cabinet in July.

It was noted that when the 2015/2016 Place Plan is reviewed, which starts in September 2015, then the proposals re infrastructure provision in the NP will needed to be included. The Place Plan will in effect become the Implementation Plan for the NP for all the infrastructure items.

10. AOB

It was noted that Mark Pritchard MP will visit on 17<sup>th</sup> July 4.00-5.00pm for a meeting with the NP Steering Group .

11. DATE OF NEXT MEETING

It was proposed that the next meeting be held on Friday 17<sup>th</sup> July at 2.00pm rather than 10<sup>th</sup> July as scheduled. Noted that Andy Mitchell was now required to work on Fridays which was effectively ruling him out of attending Steering Group meetings except possibly late Friday afternoons. It was noted that he would not be available on 17<sup>th</sup> July because of a family commitment.