

NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on Friday, 23rd January, 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 County Council)

Liz Bourne (Project Consultant)

Chris Bowden (Project Consultant)

Trevor Tarran

Bob Vincent

Tim Day

Sheila Offland (Secretary)

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on Friday, 12th December, 2014 were approved.

3. MATTERS ARISING

- Chris has prepared a summary of the comments received from the groups of young people she has consulted with.
- With regard to inviting Eddie West to come to a meeting, we need to decide when and why we would want him to come. He has attended a Shifnal Forward meeting and talked about CIL allocations.
- Chris Raine said website training has taken place and it is hoped to go live in early February. **We must talk about how it is going to be promoted in the town.**

4. KEY ISSUES ARISING FROM THE FIRST CONSULTATION

Bob asked if in future all documents could be dated.

Liz said that, as 94% of respondents agreed with the Vision and Objectives, it would make sense to stick with it. People like Shifnal as it is and they would like to keep that feel. There was a huge amount of comments so it took a long time to process. **It was agreed that the results gave a mandate to go forward. Tim asked if that could be written in to the report.**

Chris Bowden said the main issues are the town centre, housing and Shifnal as a market town. **We need to decide what makes Shifnal a market town and think about what we would want to protect and what we would to change.**

Liz said that it was good that we had done a lot of work with young people but we need to think about reaching more of the 20 – 30 age group.

Bob suggested sending a newsletter via the schools.

Chris said that when she talked with youth groups she also had the opportunity to talk with the parents.

Liz said it is important that there is no group who can say they have not been consulted.

Chris Bowden suggested older children could be asked to interview their parents and Liz said some schools text parents.

Robert Harrop said the Town Council had a very useful meeting with Headteachers last evening and will be meeting again in a month's time.

Chris Raine asked Liz to clarify the consultation statement and said we need advice about any gaps that need filling in the next consultation and we need to be clear about finalising the Vision.

Liz said the consultation statement summarises everything we have done and how we have reacted to it. **Liz will update the analysis and it will go on the website.**

Chris Raine agreed that the Vision and Objectives will be finalised and sent out with the minutes.

Liz will pull out specifically what young people said in the Analysis.

Trevor Tarran said that after the Plan is done there is the issue of implementation.

Chris Raine said we will need a list of non-policy actions.

5. DEVELOPING DRAFT PLANNING POLICIES

Chris Bowden said we are still a way off being able to draft planning policies; we need to know more detail and get more evidence.

Trevor asked how do you know what evidence to get?

Chris Bowden replied that we have emerging issues and within those issues you develop policy themes.

Chris Raine asked what are these issues? If she wrote up a list of objectives are those the issues?

In reply to Trevor, Chris Bowden agreed that the next stage is making a list of the evidence we need.

Chris will get something done quickly on the objectives.

Tim said that people think the Green Belt is protected until 2026. Can a policy be written to influence Shropshire Council when they do the Core Strategy?

Chris Bowden replied that we cannot deal with strategic matters. This is not within our remit and we cannot write a policy about the Green Belt.

Trevor asked if we can have a policy which supports the existing policy?

Chris Bowden replied that the Examiner will say it is not a matter for Neighbourhood Plan so it would not hold any weight, though we could perhaps refer to particular areas.

In reply to Trevor, Chris Bowden said that until we know what the community wants we cannot write policies.

Liz will work on the objectives to pull out the issues and Chris Bowden can start to think about policies.

Chris Bowden said we can then move forward to see if there are any gaps in the evidence.

Chris Raine said there is a lot of work being done in the town on highway matters. It is a hot issue and includes walking, cycling and parking.

A big issue in the town is the GP Surgery. The current premises are not fit for purpose and **this needs to be reflected in the policy.**

Andy Mitchell raised the issue of derelict and unused buildings. Chris Raine said owners cannot be forced to re-develop.

6. CONSULTATION – FEEDING BACK RESULTS OF THE FIRST ROUND OF CONSULTATION AND PREPARATION FOR CONSULTATION ON THE DRAFT POLICIES

Bob circulated his initial thoughts. It is important to make people aware that we have looked and listened as well as telling them what the findings are. **More information will go on the website.**

Do we need some events to feed back? **Chris Raine suggested we feedback through community groups, newsletter and the local press.**

Chris Bowden advised keeping feedback brief and simple.

Bob will draft something for the press and the newsletter and a poster to include the website address.

Chris Raine asked what sort of community engagements work well?

Liz said drop-in days work well but make sure that the information is available in other places, e.g. website, Town Council office, Library. Also think about who will not access it through those means and other places you need to put it. Maybe think about Twitter but this needs to be done regularly.

7. TIMELINE AND PROCESS – REVIEW OF FURTHER ACTION REQUIRED GOING FORWARD AND TIMESCALES

Chris Raine said we must have a target but does Chris Bowden think it is still realistic to aim for pre-submission in May?

Chris Bowden thought it may take longer and it is not a good idea to do it in a rush. Pre-submission in September will be more realistic and the Plan should be in place by March 2016.

8. SHIFNAL FORWARD ACTION GROUPS – SUPPORTING DEVELOPMENT OF THE NEIGHBOURHOOD PLAN

Chris Raine had previously circulated a draft proposal and asked if the Group are happy in principle that we ask Shifnal Forward to take on this role. Liz said it would be good to use them as a focus group. This was agreed.

9. ANY OTHER BUSINESS

Robert Harrop and Andy Mitchell have had a meeting with Chris Edwards and Eddie West. They were left with a list of questions and will reply formally. They are aware of our concerns and they are open to support us and pass on information as they get it.

Andy Mitchell said that based on the permissions that have been given so far we are looking at £4m to £6m CIL money, 80% of which will be used for infrastructure issues. There are a lot of bids for the CIL money and there is also Section 106 money.

10. DATE OF NEXT MEETING

10.00 a.m. Friday, 13th February, 2015 at The Old Fire Station, Shrewsbury Road, Shifnal.

