

Westfield Parish Council

Minutes of the Neighbourhood Plan Management Group Meeting held at the Oval Office, St Peters Business Park, Westfield on Monday 23rd January 2017 commencing at 7.00pm

Present: Cllr R Hopkins (Chair), Mr R Bevan (Vice Chair), Ms C Carter, Mr I Fraser, Cllr E Jackson, Mr C Maggs, Mrs J Pack, Mr R Wallace and Mr M Woodhouse.

Also attending: Lesley Welch, Parish Clerk

The Chairman welcomed Ian Fraser to the Working Group.

52. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs A Butcher, Lesley Mansell and Ms Julie O'Rourke.

53. DECLARATIONS OF INTEREST AND DISPENSATIONS

All present who live in the Parish of Westfield, R Bevan, I Fraser, R Hopkins, C Maggs, J Pack, R Wallace, M Woodhouse, declared an interest. Parish Council agreed a dispensation at its meeting on 5th October 2015.

54. MINUTES

The minutes of the meeting on 28th November 2016 were agreed as a true record.

55. OBJECTIVES AND DRAFT POLICIES

The Working Group discussed in detail the draft objectives and how they might be expanded into policies for the draft Neighbourhood Plan. The importance of showing the evidence against each objective was stressed. The Group discussed how this work might be shared between them. Support was available through Julie O'Rourke for matters relating to planning and if computer support was required the Clerk was willing to help in the office. Parishes on line was a particularly good resource which can be accessed in the Parish Council office or by requesting a log in from the Clerk.

It was suggested that it was worth going back through the consultations and housing needs survey to make sure that all objectives raised in consultation had been thought through.

- ACTION**
- (1) Cindy Carter and the Clerk to continue with the housing section, with input from Mike Woodhouse on his areas of interest and to circulate it to the group at the next meeting for an initial discussion.
 - (2) Ron Hopkins to start work on the employment section to include business, employment and enterprise, creating aims and aspirations linked to evidence.

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

(3) Richard Wallace and Clive Maggs to work on green spaces (including allotments) with support from Julie O'Rourke who has offered to allocate chunks of time to assist.

(4) Preserving Heritage – Joan Pack to start work on this section.

(5) Amenity infrastructure and Assets of Community Value – Ron Bevan to research and start work on registering the Railway Pub as an asset of community value and Ian Fraser to start work on this section.

(6) Community/social groups – Clive Maggs to start work on this section.

(7) Cllr Jackson to investigate whether there was evidence for a need for a policy on Houses in Multiple Occupation, and if so, to develop such a policy. She would also work on the landscape character assessment, bringing in the help of Terry Reakes for photographs of the views from Westfield, with the aim of protecting them within the Plan.

All to bring back to the next meeting their work so far.

56. GREEN SPACE DESIGNATIONS

The Working Group looked at the policies in the draft Placemaking Plan which are already in place to protect the Waterside Valley and land north of Highfields. There was a tract of land outside the industrial estate which was not covered by policy and Julie O'Rourke was looking into this. The Group discussed the importance of allowing space for the industrial estate to expand and how it might express this within the Neighbourhood Plan.

Given the advice from Julie O'Rourke and the policies already in place, the Working Group agreed not to pursue green space designations, but to seek to strengthen and if necessary expand those policies already in place at Waterside Valley and the land north of Highfields.

57. DATE OF NEXT MEETING

The date of the next meeting will be 27th February 2017 at 7pm in the downstairs meeting room at the Parish Council.

The meeting closed at 8.40pm.

Minutes subject to approval at the next meeting.

Signed **Dated**