

Westfield Parish Council

Minutes of the Neighbourhood Plan Management Group Meeting held at the Oval Office, St Peters Business Park, Westfield on Tuesday 5th April 2016 commencing at 7pm

Present: Cllr R Hopkins (Chair), Mr. R Bevan (Vice Chair), Cllr E Jackson, Mrs J Pack, Mr R Wallace.

Also attending: Lesley Welch, Parish Clerk

54. Apologies for absence

Apologies were received from Cllr A Butcher, H Fitzgerald, J O'Rourke and Mr M Woodhouse.

55. Declarations of Interest and Dispensations

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

56. Minutes

The minutes of the meeting held on 15th March 2016 were agreed as a true record.

57. Tasks for this meeting

1. *Informing local businesses* - Cllr Hopkins had written to the Chamber of Commerce and invited them to become involved with this Working Group. He would pursue this route. Also, he was to meet the South West Foundation to discuss the wider consultation and also the consultation with businesses in particular.

The Working Group discussed the letter from Blue Cedar Homes offering to be involved in the Neighbourhood Plan from the point of view of addressing the housing needs of the older constituents. The Group agreed that this was some months away and asked the Clerk to write with thanks to this effect.

2. *Mutual working with adjacent towns and parishes* – Cllr Butcher had been in contact with Chilcompton and Kilmersdon and the Chair of the Council Cllr Robin Moss had been in contact with the Mayor of Midsomer Norton. It was agreed that a meeting to promote inter parish co-operation in the light of the housing development on the Mendip border. It was further agreed that an ALCA meeting for local parishes would be helpful and the Chair agreed to look into this further.

3. *Feedback from the Consultation Event on 22nd March* – The Chair reported on a meeting that day with Sophie Kirk a BANES Sustainability Officer focussing on Food, Julie O'Rourke, members of the Big Local Sarah Westell and Rob Wicke, Ron Bevan and the Clerk. S106 funding had raised a significant sum to be spent on allotments in this area and Sophie's

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Signed **Dated**

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research had shown that there was an underprovision of allotments in Westfield. It was agreed to contact WAGS since they may wish to lead on this area of the Neighbourhood Plan by consulting local people in relation to the need and location of new allotments.

The Working Group discussed the means of improving promotion of the next two consultation events, for example, personal email invitations to people in the area, more press releases, a letter to be hand delivered to all residents.

With regard to the Household Survey, it was noted that 160 responses had been received so far. Highfields residents did not appear to have received the survey in the post. The Clerk would talk to Worcester Research about this.

58. Tasks for the next meeting

The Chair reported that Julie O'Rourke was sending a template for the Neighbourhood Plan. He mentioned that she had congratulated them on the history section, written by Joan Pack. Ron Bevan was pursuing the profile of Westfield and the Clerk was pursuing the Tree Survey and the Traffic Census for the area.

59. Mendip Neighbourhood Plan Forum on 12th April at 6.30pm

The Clerk and Cllr Jackson had booked into this event.

60. Next Meetings

24th May at 7pm and monthly thereafter.

The meeting closed at 8.40pm.

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Signed **Dated**