

Westfield Parish Council

Minutes of the Neighbourhood Plan Management Group Meeting held at the  
Oval Office, St Peters Business Park, Westfield on  
Monday 27<sup>th</sup> February 2017 commencing at 7.00pm

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

**Also attending:** Lesley Welch, Parish Clerk

The Chairman welcomed Cllr James Honess to the Working Group.

**58. APOLOGIES FOR ABSENCE**

Apologies were received from Cindy Carter, Lesley Mansell and Julie O'Rourke.

**59. DECLARATIONS OF INTEREST AND DISPENSATIONS**

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

**60. MINUTES**

The minutes of the meeting on 23<sup>rd</sup> January 2017 were agreed as a true record.

**61. THE NEIGHBOURHOOD PLAN SO FAR**

The first 7 pages and appendices 2 and 3 were received and discussed, including the 20 year lifespan of the Plan, with reviews every five years.

**ACTION** (1) Amendments to the Key Issues would be revisited once the individual sections were nearing completion;  
(2) Any comments on these sections to be sent to the Clerk before the next meeting.

**62. OBJECTIVES AND DRAFT POLICIES**

**(a) Housing** - The paper written by Cindy Carter was circulated. The section on urban design was vital to allow Westfield to retain its character. In relation to HMO's – did the working group wish to restrict the number of HMO's in any one street to less than 20%? Comments on this to Cllr Jackson please.

**(b) Green Spaces** – Richard Wallace's paper on Green Spaces was circulated. The green corridors and importance of voicing an aspiration to restore the weir to preserve the mining history was highlighted.

**(c) Business and Enterprise** – Ron Hopkin's paper on Economy, Industry and Jobs was circulated. The issue of employment sites being retained for employment was seen as absolutely vital for the parish.

**Minutes subject to approval at the next meeting.**

**Signed .....** **Dated .....**

**Westfield Parish Council**

- (d) Preserving heritage** – Joan Pack gave a full update on work so far, which she would write up into a history, together with aspirations/policies forming an invaluable part of the Plan.
- (e) Assets of community value** – Ron Bevan outlined his proposed way forward which was to write a piece outlining what an Asset of Community Value is and listing the suggested assets. By going out to consultation and referendum support in the community for registering these assets would be assessed.
- (f) Amenity Infrastructure** – Ian Fraser outlined his intention to group the points he raised in his circulated paper into a number of key points. The means of encouraging cultural events to be brought to Westfield was highlighted.
- (g) Community/ Social** – Clive Magg’s paper drew from consultation the need for a community centre in Westfield and clearly highlighted what was needed from such a centre.
- (h) Community Centre Feasibility Study** – The Working Group discussed the draft feasibility study and the next steps in this process. The Parish Council would consider this at their April meeting, so any further comments or thoughts to be brought to the next meeting so that they may be conveyed to the Parish Council by 3<sup>rd</sup> April.
- (i) Landscape Character Assessment** – Eleanor Jackson to do this for the next meeting.

- ACTION**
- (1) All Working Group members were asked to read the work circulated so far and put their comments in writing to the Clerk, before or at the next meeting;
  - (2) A focus group to be set up of approximately 20 people to read the draft plan before it goes out to consultation to the whole parish.

**63. FUNDING UPDATE**

The balance of funds in the NPWG budget was noted. This was likely to be fully spent in the consultation on the draft Plan.

**64. DATE OF NEXT MEETING**

Monday 27<sup>th</sup> March 2017 at 7pm.

The meeting closed at 8.45pm.

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**Signed .....**      **Dated .....**