

Westfield Parish Council

Minutes of the Neighbourhood Plan Management Group Meeting held at the
Oval Office, St Peters Business Park, Westfield on
Tuesday 28th June 2016 commencing at 7.00pm

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

Also attending: Lesley Welch, Parish Clerk

10. Election of Vice Chair

Ron Bevan's appointment as Vice Chair was confirmed.

11. Apologies for absence

Apologies were received from Cllr Andrew Butcher and Ms Cindy Carter.

12. Declarations of Interest and Dispensations

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

13. Minutes

The minutes of the meeting held on 24th May 2016 were agreed as a true record.

In relation to the traffic data it was agreed that a written interpretation would be helpful.

***Action:** The Clerk to ask the BANES Officers for a short interpretation of the data they provided. Any costs associated to this to be brought back to the meeting.*

14. Tasks for this meeting

A ***Developing the themes which are a priority for the Plan using evidence from the Housing Needs Survey and SW Foundation Consultation*** –Cllr Jackson gave feedback on the Neighbourhood Plan stand at the St Peters Church Fete. Discussions had centred around the parking issues in Westfield. A Treasure Hunt had been held with residents marking where they felt the treasure might have been hidden. This led to discussions about the Westfield boundary.

***Actions:** Richard Wallace to highlight the themes emerging from the SW Foundation Community Consultation;*

Minutes subject to approval at the next meeting.

Signed **Dated**

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Ron Bevan to do the same with the Housing Needs Survey. If possible, both to find colleagues with whom to work out how to move the data forward in terms of making recommendations;

Arising from the Housing Needs Survey the Group discussed life long homes and whether more Warden Assisted homes were required.

Action: *Mike Woodhouse to research the provision of retirement homes and care homes in general in Westfield.*

There was a discussion on public participation in planning decisions and the importance of encouraging local people to shape the decisions on the large planning matters which will effect their quality of life.

Action: To recommend to the Parish Council a public meeting on the future of the Police Station. To invite Sue Mountstevens to give a talk. To ask local people what they would like to see at that site if the Police Station is closed.

The Group discussed the Westfield heritage and areas such as the pool at Snails Brook. Joan Pack gave an update on her research into the history of Westfield.

Action: *Joan Pack to write up her research in order that the development of Westfield might be put into its historical context.*

B **Green Space Designations** – It was noted that BANES would not designate most of the green spaces requested by the Parish Council. The reason given, that they were outside of the housing development boundary, was flimsy. The housing development boundary could easily be moved by BANES. The Neighbourhood Plan should challenge this and seek to protect the green spaces outlined by the Parish Council for the reasons given in their application.

Action: *Eleanor Jackson to form a group to research and make recommendations on protected views in Westfield.*

Renewable energy was discussed and how solar panels might usefully be included at the Industrial Estate and on some green space.

Action: *The Clerk to request and circulate any information arising from the Plymouth 14th July event on Renewable Energy.*

C **Next Funding Bid** – The Group discussed the theme which crops up repeatedly relating to the need for a community building in Westfield. Whilst there is not an obvious location for such a building it was felt that a professional feasibility study to look in depth at the options to fulfil this need would be good. For example it might be combined with another facility and include niche shops.

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Action: *The Clerk to draft a specification and circulate to the Group before going out to tender and including the cost in the funding bid.*

The Group discussed the Tree Survey and agreed to include it in the Funding Bid. Whilst such a survey would only include BANES Trees, Cllr Jackson had information relating to tree planting in Westfield and CURO trees. The aim of developing the survey into a preservation, maintenance and planting programme was highlighted.

It was agreed to include an element of funding for public meetings, to continue to encourage local people to take part in shaping the future of Westfield.

15. **Tasks for the next meeting**

Everyone to work on their action points and bring back their work to date to the next meeting. The Chairman expressed the desire to complete the Neighbourhood Plan by the end of December 2016.

16. **Next Meetings**

Monday 25th July at 7pm and on the fourth Monday of the month thereafter, except August.

The meeting closed at 8.50pm.

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Signed **Dated**