

# Clifford Chambers and Milcote Neighbourhood Plan

## Key points from meeting

Date: Mon 11 <sup>th</sup> January 2016	Venue: The Jubilee Hall	Time: 19:45 hrs
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Members		In Attendance	Associate Members		In Attendance
Pauline Newbury (Chair)	PN	Y	Shirley Acreman	SA	N
Chris Fox	CF	N	Sarah Crang	SG	N
Heather Frier	HF	Y	Charmian Evans	CE	N
Les Moseley	LM	Y	Charles Goody	CG	N
Andy Oakes (Vice Chair)	AO	Y			
Nicky Stratton	NS	N			
John Taylor	JT	Y			

Subject	Action	By	When
Apologies for Absence	Apologies were received from Nicky Stratton and Chris Fox	Noted	
Minutes of Last Meeting	<p>The following amendments need to be made to the minutes of the meeting held on the 7<sup>th</sup> December 2015</p> <ul style="list-style-type: none"> <li>The minutes of the last meeting stated 'HF has approached Sarah Crang (SC) and Charmian Evans (CE) who have both agreed to assist her as Associate Members of the Steering Group'. HF advises that Sarah and Charmian have advised that whilst they are happy to help with the NP they do not want to hold the role of Associate Member. PN to check.</li> <li>Point 10. A key priority is to decide on the 'settlement boundary'. Add 'which will be put to the community'.</li> <li>Points 12 and 14. Combine to ensure that views and vistas to and from the village through the NP will be included.</li> </ul>	PN	08/02
	<p>Items not covered on the Agenda:</p> <p>Point 6. As part of our consultation process MN suggested we consult with Stratford - carried forward.</p> <p>Point 7. Contact needs to be made with Quinton and Long Marston - carried forward.</p>	PN	08/02

<p>Progress Made Since Last Meeting</p>	<p>Housing, Land Use, Commercial Development, Heritage &amp; Environment</p> <p>LM gave a short power point presentation of the maps that had previously been provided by Matthew Neal with some additional information being added e.g. suggested settlement boundary.</p> <p>Copies of the Landscape Sensitivity to Housing Development map, a map showing Designations and Constraints together with an overview of the Landscape sensitivity to housing and commercial development of LCP/Zone C103 was distributed to the team for comments. These documents are on the public domain.</p> <p>There is concern within the village as surveyors have been seen on the field owned by Alscot Estate (C103) as well as in the village and The Nashes.</p> <p>Should this field be developed access will be needed - CF to contact the WCC Highways regarding regulations around visual display/space.</p> <p>At the request of the Parish Council LM and PN had met with Sarah Brooke-Taylor (Rural Housing Enabler at WRRRC). The service WRRRC offer includes producing a Housing Needs Survey to assist with the Neighbourhood Plan. WRRRC will produce and print the survey on our behalf with all completed surveys being returned directly to her using WRRC's freepost address. Sarah will then collate the data and forward to the Steering Group.</p> <p>The surveys will be delivered to the community the weekend of the 13<sup>th</sup> February with a deadline date of returning them of 13<sup>th</sup> March. Sarah has agreed to attend the Annual Parish Council Meeting on the 3<sup>rd</sup> March to give the community an overview of the survey. LM to provide Stefan Buczacki with a short paragraph to include in the Chairman's report which is printed in the Clifford News. In addition to this an email will be sent to everyone to publicise the survey as well as posters around the village and word of mouth (Film Club, Chamford, Village Hall Committee, Church etc.</p> <p>Parish Council have given verbal approval for this to happen. All agreed at the</p>	<p>CF</p> <p>Noted</p> <p>LM</p> <p>Noted</p> <p>ALL</p>	<p>08/02</p> <p>14/01</p> <p>01/02</p> <p>01/02</p>
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	<p>meeting for this to go ahead.</p> <p>Transport and Travel Ongoing research by CF</p> <p>Economy &amp; Jobs PN has organised a meeting with Paul Southern of the Garden Centre on the 19<sup>th</sup> January.</p> <p>Website A website provider has been identified - awaiting funding.</p> <p>Sports &amp; Leisure, Young People &amp; Education, and Healthcare A meeting has taken place between HF and Charles Goody when Charles advised the current changes in the NHS - notes to be circulated to the Steering Group. CF had provided LM with an 80 page document which he will circulate to the Steering Group Sarah Crang has provided support with analysing clubs/societies who rent the Jubilee Hall however is still seeing missing some information - LM is able to assist with this.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>HF</p> <p>LM</p> <p>LM</p>	<p></p> <p></p> <p></p> <p>08/02</p> <p>31/01</p> <p>08/02</p>
Funding	Locality have lost the expression of interest submitted by Stefan Buczacki however he now has access to the online application form which will be completed once the project plan has been loaded on the template provided by Locality.	<p>Noted</p> <p>PN</p>	21/01
Website	Covered within Progress made since last meeting.		
Project Plan	CF will reproduce the project plan on the Locality's template in order to comply with their requirements.	CF/PN/NS	20/01
Communication	Agenda item for next meeting - Steering Group is mindful of the importance of communicating to everyone within the Parish.	Noted	
Open Forum Events	<p>The Jubilee Hall to be booked for the following dates:</p> <ul style="list-style-type: none"> <li>• 17<sup>th</sup> February (PM)</li> <li>• 26<sup>th</sup> February (4 - 7 pm)</li> <li>• 28<sup>th</sup> February (11 am - 1 pm)</li> </ul> <p>As the hall is unavailable for some of these times it was booked for the following dates:</p>	PN	11/12

	<ul style="list-style-type: none"> <li>• Friday 26<sup>th</sup> February, 5 – 9 o'clock (Open Forum 6 – 8 o'clock)</li> <li>• Sunday 28<sup>th</sup> February, 10 – 2 o'clock (Open Forum 11 – 1 o'clock)</li> <li>• *Wednesday 16<sup>th</sup> March 2 – 6 o'clock (Open Forum 3 – 5 o'clock)</li> </ul> <p>*To include the Clifford Seniors. Ann Dyed to be informed.</p> <p>A sub-committee consisting of PN, LM, AO, JT to meet on 18<sup>th</sup> January to discuss the organisation of these Events.</p>	PN	15/01
		PN/LM/AO/JT	18/01
Date of Next Meeting	Monday 8 <sup>th</sup> February, 19:45 in the Jubilee Hall	Noted	