

Neighbourhood Plan Steering Committee Meeting – 11th February 2015

Held at: St. Stephens Church, Fradley

Acting Chairman – Simon Roberts

NP Steering Committee members present:

Cllr. Simon Roberts, Sandy Carruthers, Greg Jones, Linda Wild, Cllr. Lynn Beaumont, Mary Bennett, Richard Green, David Derrick

NP Steering Committee members absent:

Paul Hooper-Keeley, Darell Baumber, Julia Usher, Jo Spence, Mark Edwards, Mark Kendrick

Minutes

1. Apologies received: Julia Usher and Jo Spence
 - New members present: Chris Gillie, Ben Walsh, David Derrick, Wendy Richmond (not in attendance, but would like to attend next meeting)
2. Approve Minutes of previous meeting and matters arising
 - Minutes amended spelling name only
3. Update on Chairman and Treasurer positions
 - Treasurer proposed Jane Piper has withdrawn, Cllr Roberts will e-mail PH-K, then Ben Walsh volunteered his services as he has run Football Clubs etc.
It was mutually agreed Ben Walsh would become Steering Group Treasurer
 - Chair's role can be considered as a spokesperson and 'figure head' for the Committee, to coordinate the overall strategy and to run meetings. Task group co-ordinators will undertake their own meetings and feedback at Steering Group meetings.
 - Due to the importance of establishing the NP as an independent body as soon as possible, it was decided that a Chairman should be found very quickly. The Committee discussed options and decided by mutual agreement that Cllr. Simon Roberts should be moved into the Chairman's role and Greg Jones to take on the vice-Chairman position. SR was reluctant to take on the role as the

Parish Council had discussed that it would like to have a resident as Chairman in order that the Plan not be Council-led. The group did not feel that this was an issue and it was agreed SR would discuss it at the next Parish Council meeting.

- This would complete the roles needed to fulfil our Constitution and SR agreed to complete necessary paperwork in setting up group with a bank account etc.

4. Steering group Strategy Committee

- Small strategy group to be set up under Sandy Carruthers along with Mark Kendrick, Wendy Richmond (new member) Richard Green, Greg Jones and Chris Gillie to look at template for Plan and Strategic element of what needs to go into it. This group will need to look at governments guideline documents as well as other neighbourhood plans taking into account Fradley's unique nature combining both rural and urban elements. Best approach would be to decide upon sections and headings and task groups to flesh out what goes in. Other neighbourhood plans and questionnaires would be good starting points. Group to meet and/or communicate separately to be coordinated by Sandy Carruthers.

5. Next public meeting – update

- Deferred until next meeting
- Proposed to be after task groups have discussed producing initial public questionnaires and Strategy Group have drafted a route plan/project plan
- Keep people updated via social media, e-mails and website over the next month

6. Task groups individual agendas, time-scales and priorities

- Facilities task group sent in report, minutes read out (attached)

- Housing task group collating contact e-mail addresses and received 4 replies to arrange first meeting with all contacts via email
- Transport tba
- Environment task group report (attached)

SR informed the group that he is proposing to produce a Parish map (with the help of LDC) with the main village features including, conservation areas, listed buildings, tree preservation orders, archaeological sites, woodland, pools, etc.

- NB much information may already be available from other organisations especially LDC Local Plan including maps and advice from Will Chapman to be followed up
- Communications task group to be followed up and website being established and areas being identified for further development eg broadband, PR, leafleting etc

7. AOB

- Brookfields proposed developments going to planning committee after the end of March and spokesperson to be sent to the open meeting with reasoned arguments
- Publicity for task groups proposed as a sort of 'business card' with contact details and dedicated e-mails suggested to be set up via the website
- The Beacon Street Area Residents Group and the Lichfield Alliance to be contacted regarding being affiliated to their aims and Chris Gillie to coordinate
- Chris Gillie acknowledged that he is a volunteer Director of Curborough Sprint Course (non-salaried) and wished for this to be noted regarding any future conflict of interest.

8. Date of next meeting – Weds 4th March 2015, Fradley Village Hall meeting room