

## FRADLEY NEIGHBOURHOOD PLAN STEERING GROUP

### Minutes of Meeting held on Wednesday 12<sup>th</sup> October 2016 At St Stephen's Church

**Present:** Cllr S Roberts, Linda Wild, Richard Green, Jo Spence, Sandy Carruthers

**Apologies:** Rachel Boxall

#### 1 MINUTES OF LAST MEETING ( 14<sup>th</sup> September 2016)

The Minutes of the last meeting were agreed as a true record and will be posted on the-  
Neighbourhood Plan website.

#### 2 MATTERS ARISING

**Website** - DBN Web Design Ltd have reviewed their monthly charge for the website and have now agreed to charge £35 per month (a reduction of £15 per month). Linda would check with them how up to date we are with them regarding payments.

**Action: Linda**

**Fradley Village Directory** – Linda reported that after advertising for Fradley businesses to advertise she only had one reply. This is now still under review.

**Road improvements of triangle at junction of Church Lane/Fradley Lane** – It would appear that no improvements are planned in the near future.

#### 3 RESIGNATION OF VICE CHAIRMAN AND REAPPOINTMENT

Greg Jones has now resigned and Jo Spence has now been voted on to take up the position of Vice Chairman. Greg has been thanked for his work with the Group to date.

#### 4 TREASURER'S REPORT

Rachel Boxall has now handed in her resignation. Due to family commitments she is unable to give the time to attend meetings. Simon will go to see her to discuss whether she would stay on in a very minimal role, i.e. keeping the budget forecast updated and collating invoices and statements. She has been thanked for her input so far.

**Action: Simon**

A request has been sent to the National Westminster Bank for a new signatory form so that Jo can now be the new signatory in place of Greg Jones. Despite two requests, the bank still has not replied and Sandy would ask Greg to contact them as he was the one who set up the bank account in the first place.

No financial report was available, however we believe the balance of the account still remains at £7,307.46. Invoices have been received for the hire of the church meeting room for the last four months amounting to £40 and for work completed by Navigus for £1133.64. Invoices were given to Simon to raise cheques.

**Preparation for a new grant** – due to the Treasurer's absence it was agreed to leave the application for a further grant until the next meeting. The current grant needs to be spent by the end of December.

**Can VAT be recoverable?** No, unless the group becomes VAT-registered or accepts payments through the Parish Council who are VAT-registered. It was agreed that neither are really an option for the group.

## 5 NAVIGUS

**Troy-Navigus Partnership** - Chris Bowden from Navigus has now set up a new company with his business partner Troy Hayes. The new company is called Troy Navigus Partnership (TNP). Locality have been informed of the change and they are happy for us to continue our relationship with them.

**Character Assessment** – We have provided TNP with this information which should save us approximately 2 days work (£700 + VAT). The rest of the work will be carried out by them.

**Invoice** – We have now received an invoice from TNP for £1,133.64 for work carried out so far and this has been approved by the Group for payment.

**Expected costs/Timelines** – It is expected that the total cost of preparing the plan would be in the region of £11,500 to TNP, plus other costs incurred by us including room hire, public meeting, printing etc.

The timeline would be reviewed and a budget forecast would be prepared.

**Site Allocation** - It was decided that at the current time no site allocation would be put into the finished plan. Allocation of land would incur a Strategic Environmental Assessment (SEA) and this would prove too costly to us and delay the completion of the Plan.

**Parking** - It was agreed that photos would be taken of bad parking and examples of good parking to provide evidence for the Plan.

**Action: Linda/Sandy**

**Pub site** – questions to address this would be included in the new Questionnaire.

**Action: Simon**

## 6 QUESTIONNAIRE

It will be necessary to produce a second smaller questionnaire to address more specific questions required for the Plan policies.

The questionnaire was discussed in detail and the following was agreed:

Linda would produce a new front page.

Linda to acquire quotes for printing and delivery times.

Linda to advertise for delivery volunteers to cover their own street.

Jo to speak to Lynn Beaumont as it is understood that she may be storing the collection boxes (8).

Simon to run the final draft of the questionnaire by Navigus for comments and then subsequently Fiona and will then forward onto the committee before printing.

It was agreed that the questionnaire would be delivered to the residents during the first week in November with the return date being no later than Sunday 11<sup>th</sup> December.

## 7 ACTION PLAN UPDATES

**Sports** – Jo has approached St Giles regarding their land off Church Lane with regard to a site for a football pitch. She is awaiting a call back.

She is also in touch with Whittington Football Club who may be interested in a joint venture with Fradley as a more practical venture, especially as there are approximately 30 members who play at Whittington who live in Fradley.

**Health** - There is no interest at the moment in providing a health centre. It is understood that Alrewas surgery would be at capacity when they reach 6000 patients. Currently their level is 5,620 so they are near to capacity. Alrewas surgery is keen to provide health care in Fradley but it is entirely reliant upon the NHS to fund.

**Other leisure** – Linda has asked the headmaster at St Stephens to ask a few questions at assembly regarding the skate park. She has received no feedback. It was agreed that a good photograph would probably be enough evidence.

She will also gather more information on local sports halls.

**Key walking and cycling routes** – Richard will be providing this for the next meeting.

**Open Spaces** – Sandy has engaged with two landowners and ascertained who owns most of the land in the Fradley neighbourhood area. She will write to the landowners of the small parcel of land at the junction of The Moor and Long Lane which consists of a single allotment and a small wood to verify ownership and their willingness for this area to be included in the plan as a protected area. Various green spaces have been identified within the village and she will request the Parish Council, who it is believed are the owners, to confirm that they agree to the inclusion in the plan.

**Action: Sandy**

## **8 ANY OTHER BUSINESS**

The planning hearing for Bridge Farm will be held at LDC offices on Monday 17<sup>th</sup> October. Simon will attend and will arrange to speak in opposition.

**9 DATE OF NEXT MEETING**      Wednesday 26<sup>th</sup> October