

# Minutes No. 61: Alvechurch Parish Neighbourhood Plan Steering Group Meeting



**Date:** Wednesday 23 August 2017

**Venue:** Hopwood Community Hall 10:00 am

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**Present:** John Cypher, Peter Freeman, Alan Helmore, Adrian Smith (Chair), Dorothy Snaddon, Marc Worrall.

1. **Apologies:** Mark Dunphy (BDC), Andy Humphries, Kate van de Plank, Cheryl Welsh

2. **Welcome**

3. **Minutes from last meeting, Wednesday 26 July 2017:**

The minutes from the last meeting were agreed and signed by the chairman.

4. **BDC meeting with Mike Dunphy and Steve Wetherill (*graphics designer*)**

Andy Humphries had produced a preliminary list of mapping requirements which represented a 'nice to have' list and was presented and discussed at the meeting. BDC commented that the list was too long.

The Steering Group is to prepare raw outlines of the maps required and Steve Wetherill will use his graphics skills to turn them into a suitable format for inclusion in the NP.

The Steering Group requirements were discussed at length based on Andy's original list. The following preliminary list was discussed:

- Parish Boundary
- Roads – motorway, A and B roads
- Rail and bus routes, bus stops
- Walking times from Alvechurch village centre
- Current facilities for each settlement (Alvechurch, Hopwood and Rowney Green)
- Outdoor facilities – public open spaces etc
- Centres of business activity
- Parking provision – Alvechurch only
- Proposals – this probably already exists
- Brownfield sites
- Topography, including escarpments, named hills and valued views
- Green spaces and open spaces
- Potential cycle routes

Members of the Steering Group were charged with preparing the outline maps as follows:

- Dorothy- Rowney Green

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- Adrian – Hopwood
- Marc – rail and bus routes, canal, marina and tow path
- Alan – indoor facilities
- John – significant business areas
- Peter – parking provision
- Adrian - brownfield sites
- Peter – green and open spaces
- Marc – potential cycle routes

Marc will reissue a list of the above by email to Steering Group members.

Adrian will issue by email pdf copies of maps of the built up areas.

An informal meeting to discuss progress on the above maps is to be held on Wednesday 30 August 2017 at 10:00 at Marc's house.

The remaining items on the agenda were discussed only very briefly due to time constraints.

## **5. Village Centre Report update**

This will be fully discussed at a future meeting when the report has been finalised.

## **6. Sustainability appraisal**

A cheque is to be raised and sent to Gerard Couper as final payment for his report.

## **7. Other documents to be checked**

The Parish Design Statement is virtually complete, other documents are in progress. The Consultation Statement is awaiting a section on the results of the Picnic in the Park 2017 survey.

## **8. Executive Summary/proofing**

Keith Gabriel has made a lot of comments on the Neighbourhood Plan, which has taken him a lot longer than he originally anticipated. His comments were distributed by email by Marc on 22 August.

Keith has produced an Executive Summary which does not meet the current requirements.

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Each section of the NP is to be reviewed by the relevant authors to determine the validity of Keith's comments.

Marc is to have further discussions with Keith.

### **9. Pre-Submission planning**

Carried forward to the next meeting

### **10. NP finances**

Carried forward to the next meeting

### **Actions:**

*All APC members of the Steering Group*

**Date of next SG meeting** – Wednesday 20 September 2017, 10:00 at Hopwood Community Centre.