

Minutes No. 63: Alvechurch Parish Neighbourhood Plan Steering Group Meeting



Date: Wednesday 11 October 2017

Venue: Sunnymead, Station Road, Alvechurch 10:00 am

neighbourhood plan

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

Apologies: None

1. Pre-sub Events 3 days 5, 6 & 7th October

1a. Adrian presented a form for the input of comments from the public during the Pre-Submission Consultation. The form has columns labelled Number, Consultee, Policy or Paragraph Number, Comment and Response.

30 to 40 comments were placed in the box during the 3 days of the event at the Baptist Church.

It was agreed to start looking at the comments after the next Steering Group meeting, however Andy is to start an initial review.

Adrian stated he would copy the forms and distribute them. Alan requested an electronic form to allow direct typing of the comments. Adrian agreed to email the form.

The comments on the form are to be divided into Topics. The Response column is to be added later.

A small number of comments were looked at.

An annotated autumn 2016 Leaflet found during the consultation in the Baptist Church was discussed. It was generally agreed that the comments were not new and the leaflet had been mixed in with spare leaflets left out for the public to look at. The comments were noted but it was agreed not to take them further.

1b. Andy agreed to contact Richard Peach to express our thanks for running the centre spread in The Village magazine and to write a letter for potential publication in the next issue.

1c. the possibility of having short presentations/road shows at Rowney Green and Hopwood was discussed.

Venues of The Goat and Trousers at Rowney Green and Hopwood Village Hall were suggested. Friday nights at the Rowney Green Village Hall was preferred with evenings of 27 October and 3 November suggested, the latter was the preferred date.

Dorothy and Adrian agreed to contact the Rowney Green Village Hall Committee to check availability of the venue.

The day following the Rowney Green consultation is to be explored for Hopwood.

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Adrian agreed to put up posters and banners when the dates have been confirmed.

2. Documents now to be checked.

Marc confirmed that two batches of maps were distributed and that these should be checked by the authors prior to the next Steering Group meeting. The locations for the maps (Neighbourhood Plan/Evidence Base) are to be discussed at the next meeting.

Alan agreed to take some more photographs for inclusion in the NP documents and send them to Adrian.

The status of the NP documents is as follows:

Consultation Statement:	To be completed after completion of the final public consultation on 17 November.
Basic Condition Statement:	Complete
Sustainability Report:	Gerard Couper's report has been finalised.
Draft NP:	To be finalised at the next meeting.

3. Evidence Base Document

As discussed above.

4. Sorting out community responses

As discussed above.

It was agreed that the Consultation exercise carried out in the Baptist Church was very successful and was a good PR exercise for the Parish Council.

5. Executive Summary/Proofing

Andy agreed to sort out Gill's proof reading comments before the next meeting.

Marc is to arrange a meeting with Keith Gabriel to discuss the Executive Summary for the Neighbourhood Plan.

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Actions:

All APC members of the Steering Group

Date of next SG meeting – Wednesday 25 October 2017, 10:00 at Hopwood Community Centre.