

## **Breadsall Neighbourhood Plan**

### **Minutes of Advisory Group meeting. 9 January 2017.**

Present: A Williams, M Poplar, M Flude, C Brewster, G Pook, B Hodgkinson, S Mircic, H Foster, G Smith, J Dugdale, S Read.

The group welcomed new members, Silvia Mircic, Helen Foster and Giles Smith.

#### **Appointment of RAD as consultants/Grant application to Locality**

The Service Level Agreement between RAD and the Parish Council has been signed but remains in abeyance pending approval of the Parish Council's grant application to Locality. The grant application was finalised by the Parish Clerk in consultation with J Dugdale and submitted to Locality in December. Locality have pointed out that the application must be limited strictly to the current financial year and that the Parish Council's administration costs are not eligible. Locality also requested an invoice from RAD (presumably in draft) which J Dugdale will forward to the Parish Clerk. Approval of the grant application is expected shortly. S Read will enquire about the requirements for invoices related to other heads of claim and whether payment is made in advance or after the expenditure is incurred. A further application will be needed very soon.

#### **Initial Questionnaire.**

The questionnaire for residents was finalised shortly after the previous meeting and distributed with the Parish Newsletter at the beginning of November, with extra copies available at the village shop. Bruce Broughton also produced a digital version for the Parish Council website and this could be completed online. The deadline for returns was set at 1 January but extended to 15 January. The Parish Clerk circulated a reminder to residents on her e-mail list on January 5th.

The questionnaires were also distributed in a slightly modified form to (a) businesses, landowners and tenants and (b) clubs and societies who operate in the Parish. The Parish Clerk compiled a comprehensive list of recipients in these categories with assistance from Advisory Group members. These questionnaires were addressed individually and most were issued by the Parish Clerk by post or e-mail but B Hodgkinson delivered some of the landowner and tenant questionnaires personally. C Brewster also contacted representatives of several clubs and societies to explain the background. The deadline for returns was set at 15 January. B Hodgkinson and C Brewster will make further contact to issue reminders as appropriate.

#### **Early response to the questionnaires**

At the date of the meeting 22 completed questionnaires had been returned to the village shop and 12 had been completed on line. A Williams and S Read will do a thorough analysis when all the returns have been received. A brief analysis of the early returns showed several common themes

- Desire to protect the rural character of the village
- Desire to protect the green belt and the greenways in the Parish
- Importance of facilities, especially the memorial hall, village shop and bus services.
- Concerns about flood risks.
- Development generally to be limited to small scale housing infill in the village envelope
- Concerns about excessive road traffic passing through the village.

It was noted that some responses related to topics outside the scope of a Neighbourhood Plan (e.g. those related to County Council functions such as highways).

This will need to be explained to respondents in due course. Such material may in any event provide a useful survey of public opinion and be used to lobby for policy changes beyond the scope of the Neighbourhood Plan.

### **Public meeting**

A public meeting will be arranged towards the end of March provisionally on a mid-week evening. C Brewster will check availability of the memorial hall. The primary purpose of the meeting will be to present the results of the questionnaires, to encourage debate on the topics raised and to set out the future stages of the Neighbourhood Plan process. J Dugdale advises that there should be some kind of additional social activity to help create interest. This might take the form of a quiz or exhibition. It was agreed that S Mircic and H Foster would devise proposals for a suitable social activity while A Williams and S Read would prepare an analysis of the questionnaire results. It was also agreed that the local Erewash Borough Council members should be invited to the public meeting.

### **Communication Policy**

Bruce Broughton agreed to expand the Neighbourhood Plan section of the Parish Council website to include several new headings listed in the previous minutes. This has not yet been implemented, possibly because the Advisory Group has not supplied any fresh material to be added to the website. S Read will pursue this matter.

J Dugdale advises that greater use of social media should be made and that a Facebook page is essential. This has not been pursued so far because of lack of experience among Advisory Group members but S Mircic and H Foster have now agreed to create a Facebook entry for the Neighbourhood Plan.

Communication material should stress the long term nature of the Neighbourhood Plan and the need for an underlying vision about the future of the Parish.

### **Next steps**

After the public meeting the next step is to create a pre-submission draft of the Neighbourhood Plan which should be the subject of further consultation with the community and Erewash Borough Council. The pre-submission draft should be based on the results of the questionnaires and the public meeting and supported by

additional evidence where available (e.g. ecological data, photographs of key vistas, information on heritage, statistics from the OCSI report). Given that the National Planning Policy Framework (NPPF) has a presumption in favour of development it is important to assemble a comprehensive package of supporting information. J Dugdale will supply a project plan for tasks during the next few months.

After the submission of the final version the matter is largely in the hands of the Local Planning Authority and the Examiner and at present there are no deadlines on the time this can take. Statutory regulations may, however, be introduced to impose time limits.

### **Next Meeting**

7.30pm on 6 February at 4 Darwin Fields Close.