

Record of Much Birch Neighbourhood Development Plan Steering group meeting 29 March 2018.

Present. Steering Group; Tricia Egerton, Bill Bloxsome (Data Orchard) Chris Grover ,Coline Grover Geoff Nichol, Steve Turner (PC), Roisin Burge (PC),

In attendance as observers: Mr Richard and Mrs Esther Croke

1. Apologies David Goldsmith, Shirley Coates, Lesley Gare, **Maz** Jooma

2. Declarations of Interest. There were no declarations of interest.

3. Appointment of Vice Chair.

It had been noted that the group had not yet appointed a Vice Chair.

It was proposed (Tricia E, seconded by Chris G) that Steve Turner (Vice Chair of the Much Birch Parish Council) be asked to take on this role. Steve accepted and it was agreed.

3. Approval of Minutes of meeting 1 February 2018.

These had been circulated and agreed.

4. Matters arising.

Items carried forward from meeting of 1 February (meeting of 1 March cancelled due to snow.)

The agenda item **Planned Review of draft policies** (which had been circulated prior to the meeting) was postponed to allow for Mr Bloxsome(DO) to provide the group with a review of information needed to inform the next stage of the ND planning process.

The planned agenda item **Settlement Boundaries** was referred to in the briefing.

5. Note: The key focus of the meeting was a presentation by Mr Bloxsome (DO) of information to inform and equip members of for moving on to the next stage of consultation and development of the Much Birch Neighbourhood Development planning process.

Mr Bloxsome agreed to provide copies of the key information provided on some of the slides shown to illustrate key points.

Areas/issues covered in presentation.

(i) Settlement Boundaries.

The community consultation response evidenced 64% in favour of settlement boundaries and copies of the previous/current? Settlement boundaries for Much Birch were circulated.

Next Step. The plans currently available and circulated need to be checked against the actual developments that may have taken place since the boundaries were initially identified. Mr Bloxsome suggested that he would appreciate the opportunity of an early walk around the Parish/settlements. The Vice Chair (Steve T) volunteered to arrange this. Note Mr Bloxsome advised that whilst there is no guarantee that planning permissions will be agreed within the area of Settlement Boundaries there is a likely presumption in favour of development within this area.

(ii) The Development Planning Process. An Overview

Key areas for attention.

A. Policy Directives, National and

Local i.e. Herefordshire Council Local Plan Core Strategy 2011-2031

B. Housing targets

At present the target figure for MB is 18 by 2031. This could change over time

There may possibly be a need to identify larger sites in order to achieve affordable homes as

The building of 11+ homes has a requirement for 40% to be affordable.

C. The identification of sites.

Information about sites offered and available for assessment for future Housing development will be drawn from a number of sources including

Much Birch NDP Residents survey . This information is currently held (confidential) by Data Orchard Consultancy .In line with Data Protection requirements Mr Bloxsome will be contacting and consulting with each householder who has submitted a site for consideration to discuss publication of individual site information.

Herefordshire Council Strategic Housing availability Report 2015 (SHLAA)

Herefordshire Council Strategic Environmental Report (Much Birch Parish) 2017

Possible other sources that may have not yet been identified

D. Criteria for Assessment of sites.

A key task for the Steering group will be to develop a Much Birch set of Criteria for assessment of sites. This will need to be based upon guidance from the local Herefordshire plan (standard criteria) and results from Much Birch Community survey 2017. The final document will form a Much Birch Site Assessment Guide which will state criteria to be used for the assessment of sites in the Much Birch ND Plan and may include e.g History and identification of Settlements, landscape Character, Ecological network, Identification of areas of pollution, drainage, flooding, Greenfield, Brownfields and agricultural land policy, Transport access, Access to green space.

E. Assessment of sites.

This will be undertaken by an independent member of the Data Orchard Consultancy using the MB Neighbourhood Development Planning Assessment Criteria.

Note. A key task of the Steering group is to ensure that the site selection process is transparent and that background work to support the policy position and sites allocated is publically available. Guidance from Herefordshire Council (April 2017) Neighbourhood planning update states "Please ensure that all site selection material is publically available especially during the consultation periods and remains in place during the examination for examiners reference...."

5. Finance.

Chris G (Finance/budget) requested an up to date invoice from Date Orchard for work completed 2018 (Jan-March 2018) together with a forecast of costs for the next phase of the development planning process. Bill B to action.

There may be a need to purchase maps (updating Settlement Boundary information). Steve to check with the Chairman.

Action plan in preparation for next meeting 26 April 2018

Bill B to circulate background information /documentation (referred to in his presentation) which will provide a starting point for the development of the criteria for the Much Birch criteria for site assessment.

Draft agenda to be circulated (RB)

6 AOB. No AOB

Date of next meeting 26 April 2018