

Notes of first meeting of the Dorstone Neighbourhood Planning Steering Group held on Wednesday 30th January 2013

1. Present

Colin Thomas, Simon Gaze, Mary Hession, Sarah Cattrell, Tim Rogers, Russell Goodwin, Chris Hendy Sam Banks (Herefordshire Neighbourhood Planning team).

Apologies - Alistair Phillips, Tony Usher, Penny Platts and Cathy Gethin

2. Chair/Secretary

It was agreed that Colin would act as Chair and Penny as Secretary.

3. Review of Neighbourhood Planning Process.

Colin and Sam went through the 6 stage process of involved in neighbourhood planning:-

1. Defining the Neighbourhood Area – already done and agreed by Herefordshire Council and notices published.
2. Preparing the Plan
3. Submission of the Plan to Herefordshire Council
4. Independent examination
5. Referendum to approve the Plan of all Parishioners – 50%+ of those voting needed to approve the Plan.
6. Adoption by Herefordshire Council which will give it the same legal force, with reference to Dorstone as the County LDF Strategic Plan which will eventually govern all Planning issues in the County, replacing the current UDP Plan.

In preparing the Plan there were certain key features

1. As the parish Plan was reasonably recent, it was possible to build the neighbourhood plan on the foundations of the Parish Plan, recognising that it would still be necessary to consult Parishioners again on key questions affecting housing development as well as other issues such as renewable energy, tourism etc.
2. It was critical to understand Herefordshire Council Planning policies, particularly the Local Development framework. Sam reported that consultations on the latest version of that Plan, including proposals for rural areas, could possibly start on March 4th, followed by a 7 week consultation period. On April 25th a Neighbourhood Planning – a year on event was also being staged which would be open to Parishes to nominate delegates.
3. Given the importance of land use and possible sites for housing development it was important to hold discussions with landowners who might have potential sites. Herefordshire Council in a previous exercise had just advertised for landowners with sites which could possibly be developed to come forward.

This led to a discussion on the pros and cons of having a site specific approach or a criteria based approach for possible development sites. Other village organisations would also be consulted.

4. Possible options could then be considered including particular site assessments.
5. The draft plan would then be produced

4. Re- cap on Parish Plan.

Appendix F of the Parish Plan was reviewed in order to familiarise members with its contents, as it was accepted that this would be the starting point for the Neighbourhood Plan,.

5 .Initial Information Needs

Sam highlighted some possible sources of information which would be needed to start the process. These included:-

- Local Housing Needs surveys relating to Dorstone
- 2011 Census Information – check availability by Parish
- Historical build rates for the Parish
- Flood Plain Map details
- UDP Maps for Dorstone including any completed as part of the Strategic Housing Survey
- Work undertaken on Dorstone by South Herefordshire Council
- National Planning Policy Framework
- Landscape Assessments including the status of AONB reviews.
- Information on Tourism/Renewable energy – **Action Sam to check on availability of above items**
- Maps of the Parish and the Conservation Area – **Action Colin to check on availability of maps used in Parish Plan preparation.**
- Transportation information on footpaths and cycleways

Sam also suggested that in time when the plan developed it would be useful to test old planning applications against any new criteria that might be developed. She also reported that the Government had recently announced that Parishes with an adopted Neighbourhood Plan would receive 25% of any infrastructure levy paid by new housing developers.

6. Communications including establishment of Neighbourhood Planning Forum.

it was vital to consult and involve the community as much as possible. Various points were agreed.

1. Colin, Mary and Tony were attending a Neighbourhood Planning Camp organised and funded by the Eden project in Bristol Feb 3-5th and involvement of the community would be a key topic in the programme and good ideas could be picked

- up. A feedback on ideas from the Camp would be given at the next meeting. **Action – Colin/Mary/Tony**
2. It was agreed members would recruit about 5 Parishioners each who would form part of a wider neighbourhood Planning forum group who would receive notes of meetings and papers (via e mail) and attend the occasional meeting. **Action – All.** Colin agree to talk to DFR about using the DFR computer to circulate such information – **Action - Colin**
 3. There would also be a need to consult the wider community and include information on Neighbourhood Planning on the Parish Council section of the web site. **Action - Tony**
 4. Sam requested that the Planning Department be allowed to place a link on their web site to this section of the Dorstone Web site so other parties/parishes would have access to NP information on Dorstone. **Action – Tony/Sam**
 5. Sam also emphasised the important of consulting with neighbouring Parishes on matters of common concern and where there are potential planning issues on the parish border – the Inspector would be required to check out this aspect.

7. Budgets

Sam was thanked for drawing the Budget pro-forma to help plan expenditure for the project. A number of points were agreed:-

1. Colin would attempt to pencil in some figure for a budget which would be presented to the next meeting. – **Action Colin.**
2. Sam agreed to take away a request from Chris that a small amount – say £250 could be paid to the Parish Council to cover up front expenses- appreciating that receipts would eventually have to be submitted. – **Action Sam**
3. Sam stated that firm plans for expenditure would ensure that monies continued to be available. Herefordshire Council Budgets were tight and therefore early action to progress the plan would be helpful.
4. Hopefully the support provided by the Neighbourhood Planning team would be sufficient and that additional professional costs could be avoided. It was noted that Herefordshire Council had agreed to pay Inspection and Referendum costs which was very helpful. Worth noting that possible dates for referendums would be well outside dates for political elections to avoid the issues in the referendum becoming involved in election politics.

8. Date of Next Meeting – Wednesday 27th February – 7.30pm Village Hall – Action -Chris to book Village Hall

