

**Minutes of a Steering Committee  
Meeting with Kirkwells Consultants  
Neighbourhood Plan Review  
Friday 8 March 2019  
at 9:00 a.m.**



Attending: Cllrs D Thomas (Chairman), W Mack, G Vernon, Mrs D Dolley, Mrs Y Scriven  
Louise Kirkup from Kirkwells.  
Apologies: Cllrs Mrs J Fox, L Stockford

1. A general discussion took place about the decision to allow the old grammar school to be converted into a dwelling, against the Policy in our Neighbourhood Plan. LK explained that the District were required to have a 5 year supply of housing and this would influence their decision to allow this application. There was no facility for a third party to object to a decision of the Planning Authority. DT asked if policies in our NP were robust enough to avoid this situation and LK felt they were as strong as they could be, but would always be subject to changing policy and circumstances.
2. DT explained that as part of our review of the NP we would wish to carry out a housing needs survey and a call for sites, but specifically for affordable housing in and around the main village. LK explained that Locality could provide technical advice for assessment of any sites to be considered, at no cost to the Parish Council. An application would need to be made when the grant application process started again for the year 2019-20. A discussion took place about design of properties suitable for long term living and accessibility, including bungalows and people with local connections. The possibility of a Development Order was also discussed.
3. It was agreed that we should start work immediately on research and evidence base information, but should not publish revised planning policies until the WFDC Local Plan had been completely adopted to avoid having to make further changes. Kirkwells would be able to do this work towards the end of 2019, early 2020. They would also prepare the final text for the report, from information provided to them, as with the original NP. Ad-hoc advice could be provided by Kirkwells as required, including attendance of meetings. Residents should be asked if they wished to include any new projects. Kirkwells would review policies in other NPs around the country. Kirkwells also mentioned a new type of Sustainability Appraisal which WFDC might be able to help us with.
4. Kirkwells will provide a detailed fee quotation which could be used for a grant application from Locality.