

**Neighbourhood Plan Review**  
Minutes of Steering Group Meeting  
Held on  
Friday 7 February 2020



Attending: Cllrs D Thomas, G Vernon, Mrs D Dolley, Mrs Y Scriven Apologies: W Mack

| Item | Details   | Action Required  |
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| 1    | <p><b>Revised Programme</b></p> <p>The current programme requires completion of the following between January and end June 2020:</p> <ul style="list-style-type: none"> <li>• Call for Sites; evaluation of sites by AECOM, Design Codes</li> <li>• Review of policies</li> </ul> <p>By July/August WFDC would need to complete SEA Screening on draft NP</p> <p>Site assessments would go to a public consultation</p> <p>Final draft report would be prepared.</p>  | <p>AECOM<br/>KIRKWELLS</p> <p>WFDC</p> <p>STEERING GROUP<br/>KIRKWELLS</p> |
| 2    | <p><b>Residents' Survey</b></p> <p>DT had produced a draft summary of the Residents' Survey which had been prepared for us by Worcestershire County Council. DT was thanked for all his work in preparing this document.</p> <p>The summary was reviewed in detail and the following was noted:</p> <p>BUSINESSES – In view of a recent planning application for change of use of a former horticultural building to a scrapyards for storage of written off vehicles, it was agreed that a new policy was required to strength the type of businesses which were acceptable in the Green Belt. Agreed to consult Kirkwells. Possible wording to include "Any commercial development of suitable sites in the Green Belt should be consistent with its environmental and rural setting in the countryside"</p> <p>Agreed to consult with Helen Checketts from WFDC on their policies with regard to businesses and rural economy in the Green Belt</p> <p>LIGHTING – Policies need to be included on rural lighting</p> <p>It was noted that 13% of those residents who completed the survey travel to work and 16% travel more than 5 miles from home. With reductions in Public Transport the Government recognised the need for improved services in rural areas.</p> <p>The main issues identified in the survey were related to highway matters which are not dealt with in a Neighbourhood Plan. These issues would need to be progressed via the Parish and County</p> | <p>KIRKWELLS</p> <p>YS/WFDC</p> <p>KIRKWELLS</p> <p>KIRKWELLS</p>          |

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|   | <p>Councils. There was a need to resist the loss of off road parking in any future planning applications and a policy would be needed in the NP.</p> <p><b>LOSS OF VILLAGE SHOPS</b><br/>A policy was required to address the loss of retail businesses in the village which should be replaced with suitable alternative acceptable outlets.</p> <p><b>CHADDESLEY COMMUNITY CARE</b><br/>It was agreed that a policy should be included which would support appropriated development proposals.</p>   | <p>KIRKWELLS</p> <p>KIRKWELLS</p> |
| 3 | <p><b>CALL FOR SITES</b><br/>In accordance with the recommendations of the Housing Needs Survey, the development of approximately 10 new affordable properties in the parish would be supported. These properties would be one or more sites and would be retained in perpetuity for local people. It was recognised that some market housing might be required to make a development viable.</p> <p>Following the Call for Sites, 4 sites had been submitted for consideration for affordable housing.</p> <ul style="list-style-type: none"> <li>• Site at end of Morton Road, Harvington</li> <li>• Site on Stourbridge/Worcester Road, Harvington</li> <li>• Site adjacent Chaddesley School</li> <li>• Sites at the top of Briar Hill</li> </ul> <p>It was agreed that any late submissions would be accepted for a short time after the closing date on 31 January 2020.</p> <p>In accordance with the procedure outlined in the attached report from Kirkwells, these sites would now be submitted to AECOM for site appraisals. When their comments have been received they would be sent to WFDC for their comments, prior to a public consultation.</p> <p>Any sites selected would be Exception sites and would be for affordable housing. Any other applications received for housing would be considered as inappropriate development in the green belt.</p> <p>A social landlord would be appointed to build and manage the properties when a suitable site or sites had been selected.</p> <p>It was noted that two other sites, which had not come forward in the recent Call for Sites were the subject of plans for development. This included a site in Fold Lane which was currently in the District Council Local Plan, but an appeal had been lodged for its removal by the Inspector. If this appeal was upheld then this site would not be</p> |                                   |

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|   | considered as an Exception site. However, if it was retained in the District Plan then it would be available to anyone to develop for market housing.   |    |
| 4 | <p>VIEWS AND OPEN SPACES</p> <p>DD had submitted a report following a Working Group meeting and site inspection. A copy of that report is appended to these Minutes.</p> <p>It was agreed to adopt the recommendations contained in the report and DT would produce a map similar to the one in the previous NP. Thanks were expressed to the members of the Working Group.</p> | DT |
| 5 | <p>DRAFT REPORT</p> <p>A first draft had been prepared by Kirkwells and DT and YS had attended a meeting with Louise Kirkup to go over the policies in detail. A revised draft would be issued shortly and would be circulated to members of the Steering Group for comment.</p>  | YS |

YS 11.02.2020