

**Neighbourhood Plan Steering Group
Minutes of Meeting
Held on Tuesday 27 April 2021
At 10:30 am**



Attending: Cllr D Thomas (Chairman), W Mack, G Hogan, Mrs D Dolley, Mrs Y Scriven

1. **Meeting with Helen Checketts** - Notes of a meeting held on 8 April 2021 with Helen Checkett's of WFDC had been circulated prior to the meeting. WFDC's draft Local Plan had been delayed and had recently been examined by the Planning Inspectorate with further changes anticipated. A further public consultation would be required so it was unlikely that the Local Plan would be adopted before Spring 2022. On this basis it was agreed that we would assume at this stage that a public consultation on our NP could (optimistically) be carried out in March 2022. A budget and grant application for the next stage of work on the NP would be prepared up to March 2022, and if this timescale slipped, any unused grant would have to be returned to Locality.
2. **Timetable** - A new timetable had been prepared based on a Spring 2022 adoption of the WFDC local Plan. The revised timetable assumes a consultation period during April-May-June 2022, with external review in August-September and Referendum and Making of the NP in October-December 2022. All dates were dependant upon completion of the WFDC Local Plan, the progress of which would need to be monitored to ensure that our timetables were aligned.
3. **Wildlife Corridors** - Now that more time was available it was agreed to look into the possibility of including a Wildlife Corridor report, based on information recently sent to us from Worcestershire County Council Biological Records. YS to send the link to members to see if we could find a way to add this information to our website. DD said that whilst she would like to help with this, she did not have the expertise to lead the work. YS suggested that AECOM might be commissioned to do a report for us if it comes under Technical Assistance on the grant application.
4. **Conservation Areas** - Changes were proposed to the Harvington Conservation Area. This would involve a review of the Character Appraisal and subsequently the Conservation Area, and due to his present workload, the Conservation Officer at WFDC could not undertake this work for some time. We would have to use the existing Conservation Area map in our NP with a recommendation that this should be reviewed and extended. There is no change to the Chaddesley Conservation Area.
5. **Consultation on NP** - Although this was now delayed, it was likely that Covid-19 restrictions would have been lifted by next year so a face to face consultation could take place in the village hall and the Oaks, Harvington. WM suggested that we might be able to incorporate this into our Annual Parish Meeting next year and try to make this something of an event in the Parish to stimulate interest. This is assuming that the Consultation would take place in April-May 2022. A newsletter would need to be sent to every household and there would be an on-line survey to complete as well. We should also use Facebook.
6. **Viability for Affordable Housing** - It appears that, due to changes in Government policies, the site allocations in the NP will need to be supported by a viability assessment. We could attempt to do this ourselves, or this service is now available from Locality using AECOM to carry out the review.

7. **SEA Screening Report** – Kirkwells were working on this which when complete would be sent to Wyre Forest District Council who would consult with agencies such as Environment Agency and Historic England. They would determine whether or not a full SEA was required. Again this is something that could be provided through Technical Support using AECOM.
8. **Zoom Facilities in Village Hall**- this would involve purchase of equipment such as a large TV, webcam, stand for TV (or permanent fixing on wall) and speakers. DT would look at suitable equipment. If this was going to be a permanent feature in the village hall and available to others to hire, discussions should take place with Trustees of the Village Hall and perhaps other community groups.