

## **Berkswell Parish Neighbourhood Development Plan (NDP)**

### **Minutes of the meeting held on 15<sup>th</sup> February 2018 in The Jubilee, Station Road, Balsall Common at 1.30PM**

**1) Evacuation procedures** – Fire exits were advised.

**2) Open Forum**

There were 2 (joined later by a third) members of the public in attendance. No submissions/observations were recorded.

**3) Attendance**

Andrew Burrow (AB) Chairman

Jane Edwards (JE)

Kay Howles (KH)

Geoff Wheeler (GW)

Richard Drake (RD) Secretary (& Chairman for discussion on Policies B1 & B3)

**4) Apologies for absence**

Vince Ritters & Keith Tindall. Louise Kirkup was not required to attend this meeting.

**5) Declaration of interest**

AB advised that he owned a property on Old Waste Lane which included a field that could be removed from the greenbelt in the current SMBC Draft Local Plan. He will not take part in any discussions where he could compromise any decisions.

GW advised that he owns a property on Meeting House Lane (backing on to proposed developments on Barratts Farm). He will not take part in any discussions where he could compromise our decisions. It was agreed that both could remain in the room. There was no alternative room for them to retire to. Neither took part in discussions on Policies B1 or B3.

**6) Confirmation of minutes of 18<sup>th</sup> December 2017**

The minutes were approved and signed. Draft minutes are on the Berkswell PC website. The signed copy will be held by the Berkswell Parish Clerk.

**7) Matters arising not covered by the Agenda:**

There were no Matters arising

**8) Parking on Hallmeadow Road (related to Berkswell Station)**

The committee noted the report that had been conducted by local residents. Thanks were expressed for their efforts. The report is available on the PC website.

**9) Ecology of Berkswell Parish**

The committee noted the report. The report is available on the PC website. AB to arrange for 3 hard copies for committee and consultations.

**10) Historic Environment of Berkswell Parish**

The committee noted the report. The report is available on the PC website.

**11) Landscape Character Assessment**

The committee noted this report which was produced to support the SMBC Local Plan. It can be viewed on the Local Plan review evidence base on both the SMBC and is also on the Berkswell PC website.

Approved:

## 12) Survey of senior students at HoE School

The committee noted the report that had been prepared. Thanks were expressed to the students and staff who had conducted the survey. The report is available on the PC website.

## 13) Survey of users of the playing field on Meeting House Lane.

The committee noted the report that had been prepared. Thanks were expressed to those who had conducted the survey. The report is available on the PC website.

## 14) Review of early Draft NDP (to be discussed further with our consultant at the NDP Meeting on 21<sup>st</sup> February)

Thanks were expressed to LK for completing this high quality draft to allow an early review by the committee. A large number of proposals to change the initial version of the Draft Plan (or to ask questions of the NDP Consultant) were discussed. Many of these were minor/typographical and other were more significant. These were noted for an amended Version2 to be circulated with these minutes. Changes other than minor typos to be shown in red with questions/issues to be marked in green. The following were amongst the significant items:

- Mention to be made of listed buildings other than those in Berkswell Village.
  - Confirm the area(s) covered by the Conservation Area.
  - Add attendance of Consultant at inaugural meeting.
  - Note that the website is the PC website (there isn't a separate NDP one).
  - 5.1, Riddings Hill is from the 2013 allocation. The other proposed sites are from the Draft Local Plan in 2017.
  - 5.6, this interpretation to be confirmed with LK.
  - 5.8, to be split into 2 paragraphs
  - 5.9, confirm with LK that "inundated vegetation" is correct terminology.
  - Draft Policy B1, **(NB AB & GW did not take part in this discussion)** wording of Draft policy to be reviewed/amended to remove any implication of supporting major new housing developments, ask LK if we can include our strong preference for brownfield sites, add Policy B3.5 to B1 and confirm with LK if "permeability" is the correct terminology in B1.1.f.
  - 6.8, review if this should include mention of Rural Exception Sites.
  - 7.2, strengthen wording to confirm PC support of existing Greenbelt.
  - 7.10, can we confirm Lavender Hall Park still has "Green Flag" status and is one of 14 in SMBC.
  - 7.14 – 7.20, to be drafted.
  - Draft Policy B3 **(NB AB & GW did not take part in this discussion)** – move point 5 to 1, delete wording after "open space", a new point to be included to take account of new technologies e.g. solar roofs (rather than bolt-on panels), add Heritage England's wording to take account of the setting of the historic parts of Berkswell Parish.
- KH left the meeting at 3.45**
- Green spaces, include data for Hornets Playing field and Catholic Playing field.
  - Conservation area, map to be replaced with correct one.
  - 8.4, delete wording of 5<sup>th</sup> bullet point, replace "townscape" with "streetscene",
  - Draft Policy B5, should allow for graveyard extension.
  - Draft Policy B8 should include last paragraph from Draft Policy B9
  - 11.9, should also include comments from the HoE student survey. These should also be passed on to Balsall PC NDP committee (in line with the agreement that they should lead on Village Centre issues).
  - Appendix 1, additional consultations to be added.
  - Appendix 4, may be replaced by updated notes from SMBC meeting.
  - Appendix 5, check with recent HoE student survey and add agreed Berkswell PC CIL approach.

Approved:

**15) Communications and Consultation Working Group**

It was agreed to form a Communication and Consultation Working Group of VR, JE, AB & RD.

**16) Target date for adoption of the Draft NDP**

It was agreed that the target was for this to be approved as the basis for community consultation at the PC meeting on 15<sup>th</sup> March.

**17) Additional NDP Steering Group meeting**

It was agreed to hold a further meeting of the Steering Group on 8<sup>th</sup> March (location/timing to be confirmed).

**Date of next meeting:**

It was agreed the next meeting of the Steering Group should be on Wednesday 21<sup>st</sup> February 2018 at a 1.30PM. The Jubilee, Station Road, Balsall Common..

Approved: