

Minutes of a Meeting of the Residents Working Group
Held on Thursday 10th April 2025
At Collingwood, Cannons Lane, HBO

Present: Nicky Joshua, RCCE (NJ), Sue Brown (SB), Ellie Chinnery (EC), Mick Howarth (MH), Gary Matthews (GM), Alan Fisher (AF)

1. Actions from the Last Meeting

Alan met with the PC Clerk to finalise the presentation of the Locality grant expenditure. Subject to final agreement from Locality, we will have spent the full amount and should not be required to return any part of it.

It should be noted that, including the grant monies still outstanding from UDC, we will have a shortfall of approximately £5000.00, necessary to complete the Neighbourhood Plan. Although a budget has been previously forwarded to the PC, Alan will contact the Parish Council to seek assurances that any shortfall will be covered by the PC. Access to further funds from Locality may not be made available until July 2025, if at all.

2. Call for Sites Invitation - Site Assessment Update

Land Use Consultants submitted a first draft of the Site Assessment, and this has been checked and returned. A revised draft has now been submitted.

A meeting has been arranged for Tuesday 15th April with Andrew Maxted, Demetria MacDonald and James Blakey of UDC to discuss potential development sites (MH, AF)

Alan explained that he met with English Rural Housing Association and The RCCE and the outcome was that 2 Rural Exception Sites have been identified as having great potential and these will be put forward as part of our overall strategy for selecting potential development sites

Sue Brown suggested siting an allotment on the north side of New Bury Meadow, if an RES could be introduced along the road frontage.

3. Website

The website is still being populated Mick and Alan met with Robert Wagner to agree some final details of the layout.

The logo has been amended, and this will be at the head of all NP documents.

Nicky explained that there are new regulations on how documents must now be presented to assist the visually impaired and this may also apply to websites. Nicky explained that she is in the process of producing an explanatory paper to provide guidance on this matter.

4. Design Guidance and Code

Following receipt of the final version from Aecom, work has now begun on formulating our design policies that will be derived from it.

5. Landscape Character Assessment

A further amended draft has been received. This copy did have additional sections, and these have now been checked and our suggested amendments returned to Wynne-Williams for including in the final version.

6. Employers Survey

The survey has now been sent out to 45 employers in the Parish. The revised return date is the 2nd of May.

7. Program Review – Writing the Plan

Work has now commenced on writing sections of the Plan. Once a section has been completed it will be put into our electronic storage so that it can be reviewed by the Group.

Gary has agreed to actually lay out the various sections together with other data such as maps, photographs etc.

It was agreed that the basic format of the Plan would be in landscape with 2 columns.

8. Dates for Next Meeting

This will be a Steering Committee meeting in the school hall on Thursday 8th of May, subject to final confirmation.