



Our plan – Our future

Much Wenlock Neighbourhood Plan

Minutes of the Neighbourhood Plan Steering Group

28th August 2012, 9.00am to 10.30am, Guildhall

PRESENT

REPRESENTING

Members of the Steering Group

Bob May	Community
Charles Teaney	Community
Liz Thomas	Community
Cllr. Mike Grace (Chair)	Much Wenlock Town Council
Cllr. Robert Stuart	Much Wenlock Town Council
Cllr. David Turner	Much Wenlock Town Council
Cllr. Milner Whiteman	Much Wenlock Town Council

Minute Taker

Robert Toft

1. Chairman's Welcome

Mike Grace welcomed those present to the meeting.

2. Apologies

Mary Jacobs	Community
Simon Ross	Community
Rachel Walmsley	Community
Cllr. Lesley Durbin	Much Wenlock Town Council
Jake Berriman	Shropshire Council
Gill Jones	Shropshire Council

3. Declarations of Interest

There were no declarations of interest.

4. Developing the Scope and Content of the Plan and the Themes

To Consider and Agree the Plan Objectives for Further Consultation

Mike Grace noted that he had circulated the latest revised draft objectives on 27th August. He invited comments from the meeting and asked whether Group members were content with nine objectives. Bob May thought that any missing items should be slotted into the existing objectives if possible.

(Minute-takers note: Minor changes to the draft objectives proposed at the meeting are not included in the minutes.)

Objective 1 (Local economy and jobs)

Bob May asked whether the reference to "improved broadband services" should be included since the Plan could do little about this. David Turner thought that Jake Berriman should be consulted on this. It was **agreed** to retain the reference for the present.

Objective 2 (Infrastructure & public well-being)

Agreed that the title should refer to "infrastructure for community well-being". Robert Stuart thought that information relating to flooding should be checked with Paul Weeden and Chris Bowden.

Objective 3 (Traffic management and community well-being)

Bob May asked whether improved public transport services should be added to the issues list since these had featured strongly in the survey response. Mike Grace noted that the Place Plan reference did pick this up. Charles Teaney thought that references to the Place Plan should be explained and it was **agreed** to include an explanation.

Milner Whiteman confirmed that the Parking Survey report referenced was still in draft and that a further Shropshire Council parking review was currently underway.

Objective 5 (Housing needs)

It was generally thought that this objective should be placed first in the paper. Bob May noted that percentages needed to be included in the survey response information.

Objective 6 (Achieve a more sustainable community and address climate change)

David Turner thought that it should be indicated that support for local food production should be qualified to "food intended for human consumption". Mike Grace noted, however, that the Plan could not be prescriptive over types of production.

Objective 7 (Protecting local environment from poorly designed development)

Agreed that the title should be changed to "Protecting our local environment through well-designed development"

Agreed that additional issues related to the Design Statement should include whether proposed development sites should have a design brief and whether a design statement was needed for Bourton.

Introduction and Presentation Issues

Bob May asked whether the introduction should be in the form of a letter. Mike Grace thought that it could be included as a letter which would accompany a booklet containing the objectives, which would be sent to consultees.

Charles Teaney asked whether there should be two versions of the letter, one of which could be addressed to the community and he undertook to draft this version.

Mike Grace noted that there could be different presentation versions but that the current document (after amendment) should be used as the basis of the document submitted for endorsement by the Town Council.

Robert Toft thought that it was important (for purposes of clarity and readability) in the printed version for the community that the objectives, their rationale and related issues and options should be separated from the Annex details containing survey results and planning references.

To Agree Further Activity towards Drafting the Plan

ACTION: The following actions were agreed:

- i) Mike Grace to include the changes specified at the meeting and to circulate the revised version to Steering Group Members;**
- ii) David Turner then to include branding logos and bring the paper into the standard format for Neighbourhood Plan documents;**
- iii) Mike Grace and Robert Stuart then to prepare a paper for Town Council including an explanatory note, consolidated objectives and the version of the covering letter to be signed by the Mayor;**
- iv) Charles Teaney to draft a version of the covering letter to the community prior to the next Steering Group meeting;**
- v) Steering Group to consider presentation issues and the need for flyers at its next meeting on 3rd September;**
- vi) Robert Toft to arrange with Sharon Clayton (Town Clerk) for copying and distribution of objectives document(s) following the Town Council meeting on 6th September.**

5. Media and Communications

Mike Grace noted that he would shortly be meeting Kate Tebby from Radio Shropshire. Milner Whiteman agreed to help with appropriate liaison with Shropshire Council.

6. Budgets

Agreed to ask the Town Council to endorse expenditure for printing the objectives documents.

7. Date of Next Meeting

This was **agreed** to be on 3rd September at 5pm in the Guildhall with further meetings to be held fortnightly after this date.

Signed _____
Chairman

Date _____