

**Much Wenlock Community Led Project Group Meeting
Priory Hall, Bullring, Much Wenlock
Tuesday 15th September 2015, 7.30 pm**

MINUTES

1.0 Present

Mike Grace	Much Wenlock Town Council Representative
Lesley Durbin	Community Representative
Ray Bacon	Community Representative
Gill Wright	Community Representative
Yvonne Holyoak	Community Representative
David Turner	Shropshire Council
Paul Sutton	Shropshire Housing
Matthew Hill	Shropshire Housing

Apologies

Robin Bennett	Much Wenlock Town Council Representative
Michelle Lane	Community Representative
Maria Howell	Shropshire Council
Nick Wood	Shropshire Council

2.0 Minutes of previous meeting

2.1 All present agreed that the minutes were a true and accurate record of the meeting held on 21st July 2015.

2.2 All present noted meeting held on 1st September 2015 with Much Wenlock Town Council. There were no specific minutes to this meeting.

3.0 Matters arising

3.1 Item 3.1 - NW had confirmed that Shropshire Council still possessed S106 developer contribution monies for the location. This could be allocated to a scheme if one progressed.

3.2 Item 3.4 - MH confirmed electronic file of Wenlock Estates communication had been set up in Shropshire Housing system.

3.3 Item 3.5 - MH confirmed visiting the Tench land with Mr Tench, no immediate rush to decide land future and communication silent for 6 weeks; once contact re-established MH will write to Wenlock Estates.

3.4 Item 3.6 - Callaughton Lane option sent back to SSHA lawyers, target completion 30/09/15.

3.5 Item 3.7 - MH confirmed David Edwards of Shropshire Council engaged in drainage design discussions. MH to ensure DE's attendance at public event.

3.6 Item 3.8 - PS and MH will consider how drainage design is communicated at public event.

MH

MH

MH

MH/
PS

3.7	Item 3.9 - MH confirmed architect has been briefed on Much Wenlock's design statement. Copy to be available for public event.	MH
3.8	Item 3.10 - PS still to discuss retained fire fighters with Mal Price.	PS
3.9	Item 6.2 - PS confirmed he was meeting with Nick Wood on 24/09/15 and place plan updates would be on the agenda.	PS
3.10	Item 6.3 - PS confirmed Cressgae S106 monies were also on NW's meeting agenda.	PS
3.11	Item 6.4 - Flood Group - discussions held and agreed a meeting with Chair, Robert Stuart was sensible before public event, MH, PS and DT to attend.	PS
4.0	Much Wenlock Town Council's observations	
4.1	MG briefed the Project Board on the Town Council meeting and the following resolutions were passed:	
	1. <i>To endorse the work of the community-led housing initiative to deliver the objectives of the Neighbourhood Plan</i>	
	2. <i>To agree and emphasise the importance of affordable housing being let to clearly meet local needs and ensure it is recognisably people with a strong local connection who will benefit</i>	
	3. <i>To nominate a councillor (me plus Robin as a reserve to cover absences) to represent the TC on the community-led housing initiative project board</i>	
	<i>and subject of course to SHG securing the legal commitments and with agreement of the landowner, it agreed</i>	
	4. <i>To co-hosting the community engagement event on 24th October to involve people in the process of delivering affordable housing</i>	
	5. <i>To issue a joint press release with/through Shropshire Housing Group, advertising the initiative and the upcoming event – may I suggest you draft an initial version and via the town clerk, the Mayor can agree the final one with you; it may be helpful to have a quote or comment from the landowner too if they wish to be visible? The deadline for the Wenlock Herald might be a good target date.</i>	
	6. <i>That the town clerk should work with SHG and the project board in preparing for the engagement event (e.g. providing the previous NP display and exhibition materials/board) but I assume SHG will be able to do the bulk of the preparation and we can discuss style/content at the next project board meeting on 15th.</i>	

5.0 Planning for Much Wenlock Town Council's sponsored affordable housing event

5.1 Discussions were held around the style and nature of event, it was agreed that it would be branded Much Wenlock's Neighbourhood Plan & Marches CLTS.

5.2 Display boards covering the following topics and a comments board per topic would be available

- i) Neighbourhood Plan and objectives
- ii) MCLTS and 7 steps to stewardship
- iii) Site searches - where and what category
- iv) Preferred site
- v) Site design - basic principles to advise architect
- vi) Drainage - how we can overcome concerns
- vii) Landscape - the feel of appropriate design
- viii) Shropshire Homepoint - current need, local lettings plans, register for a home
- ix) General comments - what's important to you as a community
- x) Indicative elevations and master planning
- xi) What happens next
- xii) Points for future consultation
- xiii) Final comments

5.3 Further discussion enabled the following to be considered:

- i) Keep displays simple
- ii) Focus on design statement
- iii) Liaise with Sharon Clayton for Neighbourhood Plan information (via LD)
- iv) DT to provide Neighbourhood Plan branding
- v) Invite Jayne Cowan, Neighbourhood Police Officer
- vi) Consider traffic calming A458
- vii) Only display public domain websites, ie Parr land was not identified in Neighbourhood Plan

5.4 DT suggested postal drop by What's What, details to follow.

5.5 Before public event MH, PS and DT to meet Howard Horsley of Civic Society.

5.6 Need NW to brief about Stych Lane.

5.7 Invite Shropshire Homepoint waiting list to event.

5.8 Consider Shropshire Radio interview, Mike Grace volunteered.

5.9 Press release to Bridgnorth Journal.

5.10 Potential resurfacing proposals at Callaughton Lane

PS

PS

PS

DT

PS

PS

PS

DT

PS

NW

PS

PS

PS

- 5.11 Any member of project group will happily talk to press.
- 5.12 Press release to be agreed with YH as Mayor of Much Wenlock then PS to offer to issue to press after liaising with Town Clerk.
- 6.0 **Dates for future meetings**
- 6.3 13th October - Project Board Meeting, 7.30 pm, Priory Hall
- 6.4 Saturday 24th October - public event - Priory Hall
- 6.5 1st December 2015 - Project Board Meeting, 7.30 pm, Priory Hall
- 7.0 **Any other business**
- 7.1 Matthew Stafford was accepted onto the Project Board.
- 7.2 Consider whether Mr Milner wants to say 'why he is selling land?' A visit before public event with DT/MH to occur.
- 7.3 Invite Phillip Dunne.
- 7.4 Consider Twitter.

PS/
YH

MH

PS

PS