

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

### **Minutes of the meeting held on 21st February 2018 in The Jubilee, Station Road, Balsall Common at 1.30PM**

**1) Evacuation procedures**

Evacuation procedures were explained.

**2) Open Forum**

There were 35 members of the public in attendance. Including Will Heard from the Balsall Parish NDP Committee.

**3) Attendance**

Andrew Burrow (AB) Chairman

Vince Ritter (VR) Vice Chairman (chaired discussions on Policies B1 & B3)

Jane Edwards (JE)

Kay Howles (KH)

Geoff Wheeler (GW)

Keith Tindall (KT)

Richard Drake (RD) Secretary

Louise Kirkup (LK) Consultant

**4) Apologies for absence**

David Bell

**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 (except on Heritage Assets). AB left the table and sat behind the Committee and GW took photos of the proceedings for evidence purposes.

**6) Confirmation of minutes of 15<sup>th</sup> February 2018**

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) Introduction**

AB advised the members of the public of the background to Berkswell Parish NDP, including the various reports and consultations that had taken place to inform it's content.

AB also expressed the thanks of the committee to LK for her support and presented her with a bouquet of flowers

**9) SMBC Green Space Strategy 2014**

The committee noted the Strategy and e-mail from SMBC. The document to be available on the PC website –NDP section.

Approved:

**10) Discussion of Draft NDP**

The committee discussed Version 2 of the Draft NDP and considered the changes and any other comments included. These were accepted but the following observations were made (including observations from the public), and it was agreed to amend the draft plan accordingly:

- To include a reference to encouraging “self-build”.
- 2.9 – to include reference to businesses based at Bradnocks Marsh and along the A452.
- 5.1 – refer to “site 19” as being adjacent to The Medical Centre.
- 5.5 – to be retained but LK will review wording.
- 5.9 - insert “narrow” before buffer
- 5.10 – retain “inundated vegetation” but add “e.g. marshy areas” or similar appropriate wording.  
**(NB AB & GW took no part in consideration of Draft Policy B1. VR chaired)**
- Draft Policy B1 – LK to suggest wording to remove suggestion of being in favour of development and emphasise preference for “brownfield”. LK to consider what can be included from the SMBC Green Space Strategy relating to the provision of open space at 2.86 hectares per 1000 residents for new developments as per the SMBC green space policy.
- Draft Policy B2 – LK to amend to include reference to Rural Exception sites (NB check with SMBC).
- 7.19 – replace “neighbourhood area” with parish.
- **(NB AB & GW took no part in consideration of Draft Policy B3, other than for Heritage Assets. VR chaired)**
- Draft Policy B3 – Built Character 2, remove “al” from supplemental. Delete 4.
- Add more photos of local green spaces.
- 8.3 & 8.4 – amend to Historic England.
- 11 – annotate photos.
- 11.1 – add wording to include Bradnocks Marsh, along A452, Back Lane, area near Station and farms
- 11.6-11.10 Balsall Common Shopping Centre– It was agreed to share the relevant output from the HoE student survey with Balsall PC. It was noted, with regret, that to date no response had been received to our sharing of information or our request for engagement. WH agreed to find out why communications had neither, been acknowledged or responded to.
- Appendix 4 will be finalised on completion of minutes of recent meeting with SMBC Highways concerning parking and traffic calming in Berkswell village
- Committee members to send to the Chairman any typos to be corrected who will coordinate and send them to the consultant

**11) Discussion of consultation process.**

An open discussion took place of ideas to generate a good response to the consultation process. This included useful contributions from members of the public. These will help inform the deliberations of the working group.

**12) Next steps**

- a) LK will prepare a Draft NDP Version 3.
- b) A further meeting of the NDP will take place on 8<sup>th</sup> March.
- c) It is intended to present the Draft NDP for adoption at the Parish Council Meeting on 15<sup>th</sup> March.

**Date of next meeting:**

It was agreed the next meeting of the Steering Group will be on Thursday 8<sup>th</sup> March 2018 at a 1.30PM. The Jubilee, Station Road, Balsall Common.

Approved: