

**Notes of the Meeting of the Neighbourhood Planning Working Group  
Held on 3<sup>rd</sup> September 2014 at 7.30pm in the Parish Office**

In attendance: Jeff Rhodes, Chair  
 Cllr Keith Abbott, Gnosall Parish Council  
 Cllr Mike Deegan, Gnosall Parish Council  
 Cllr Roger Greatrex, Gnosall Parish Council (from 8.10pm)  
 Chris Emsley  
 Tim Lewington  
 Mike Corfield  
 Hugh Lufton, Lufton Associates  
 Jayne Cooper, Clerk

1	<p><b>To receive apologies</b></p> <p>Received from Sue Green and Mary Booth</p>		
2	<p><b>To approve the notes of the meeting held on 11<sup>th</sup> February 2014</b></p> <p>The membership of the group was briefly discussed and it was accepted to formally recognise Mary Booth as a member of the NP Working Group</p> <p>The notes of the meeting were taken as read and would be added to the Parish Council's website.</p>		
3	<p><b>To consider any matters arising from the minutes:</b></p> <p><b>Request from Stafford Borough Council for Key Service Village information</b></p> <p>Raj Baines had sent information relating to Gnosall – population data, current facilities including recreation areas, education and retail and had requested this information be updated by the Parish Council to allow SBC to assist Gnosall better in the future. JC to circulate to group members for comment, update the document and return to R Bains.</p> <p><b>Draft Policies</b> Work on polices would commence shortly.</p> <p><b>Timescale</b> It is hoped to present a plan to Stafford Borough Council in the spring of 2015. If the remaining parts of the process are dealt with swiftly by Stafford Borough Council, it is likely to be another year (from September 2014) when the NP is complete.</p>	<p>JC to circulate and update ASAP</p> <p>JR and HL to start and write draft policies</p>	

4	<p><b>To acknowledge receipt of the first feedback report</b></p> <p>HL was thanked for preparing the first feedback report that had since been added to the Parish Council's website and some copies circulated around the village. As of 3<sup>rd</sup> September 2014, there had been no feedback from residents.</p> <p><b>a) To consider a public presentation</b> It was agreed that a public presentation would be useful to gauge the interest of residents, report on the key findings obtained from the questionnaire and how this had fed into the report, to inform parishioners of the next stages and approximate timescales. There would be a structured question and answer sessions focussing on areas where more information is required such as employment. It was agreed JR would chair the meeting and give an overview of neighbourhood planning in general, the position of Gnosall's NP and timescales, KA would make a presentation on the data and HL would inform residents of how the Gnosall NP is developing.</p> <p><b>b) Agree a final decision about a Call for Sites</b> Despite Stafford Borough Council putting out a Call For Sites and advising Gnosall NP Working group not to, it was agreed to arrange a Call For Sites and notices would be put out this month on parish notice boards, the website and in the October edition of GPN as well as local newspapers. JC informed the group that 2 landowners had been into the office that week interested in putting their land forward for development.</p> <p><b>c) To receive progress with final analysis of data</b> The final analysis of data would be complete by 8<sup>th</sup> September. This would be used as part of the presentation at the public event on 16<sup>th</sup> October</p>		
5	<p><b>To receive information on Thame Neighbourhood Plan and the importance of engagement with local action groups</b></p> <p>Thame NP was one of front runners and is rumoured to have cost around £100K to do and was deemed to be as a model of good practice. However, despite it getting majority support via the referendum and being approved, a local action group is now trying to challenge it due to a particular site which was allocated.</p> <p>Members agreed that it is important to engage with as many parishioners as possible and particularly local action groups early on (ie GRID) to reduce the risk of such things happening in Gnosall. It was suggested that after the Call For Sites deadline has passed, a meeting with GRID is arranged to feed back any information. The presentation to be held on 16<sup>th</sup> October will also provide an opportunity to explain the need for development being included in the Neighbourhood Plan.</p>	<p>Members to give information at public presentation and arrange meeting with GRID</p>	<p>October/ November</p>

	<p><b>To receive an update on expenditure to date</b></p> <p>JC reported that £6291 had been received from the Community Development Foundation. The remaining 10% would be allocated at a later date.</p> <p>Supporting documentation from the funders indicated that the full grant is to be spent by 31st December 2014. JC to check with funders whether this means actually paid out or allocated.</p> <p>JC also reported that £855 had been spent on the NP so far.</p>	<p>JC to determine funding requirements</p>	
6	<p><b>To agree a date for the next meeting</b></p> <p>Next full meeting to be held on 6<sup>th</sup> October at 7.30pm in the parish office at which a draft plan would be reviewed.</p> <p>The public presentation will be held on 16<sup>th</sup> October at 7.30pm in the Grosvenor Centre</p>	<p>All group members</p> <p>All group members</p>	