

Present Cllr Kate Andrew (Chair), Cllr Godfrey Crompton, Cllr Jim Gibson, Cllr Catherine Knight, Meryl Roberts
In Attendance Dr David Nicholson (DJN Planning Ltd), Project Clerk

Item		Action	Due
001	Apologies. Received from Cllr Ning Kedwards, Mac Macbeth, Rachel Pallett	-	-
002	Declarations of Interest. No Declarations of Interest were received	-	-
003	Minutes. The minutes of the last meeting were approved.	-	-
004	Matters Arising. 25.04.18 Item 006. Interview Notes (New Haseland Farm/Isherwood). KA has reminded the interviewee that approval is needed before the notes can be released. 27.06.18 Item 004, Grant. Confirmation of the award of the first grant has been received and is capped at £8,100.00 (funds drawn down on presentation of approved and financed invoice). This covers items 1 (consolidation of evidence etc.), 3 (prep of the draft NDP and pre-submission consultation and publicity) and 4 (prep of the submission NDP and supporting statements) as specified in the quotation from DJN Planning Ltd (April 2018) 27.06.18 Item 006, Project Plan. The project plan is almost complete, with DJN Planning providing a guidance template used by projects in Hereford, upon which the project can draw.	KA - KA and others	2018 26.09 - 26.09
005	Updates DJN Planning Ltd DJNP commented that no work had been specified for him to undertake prior to this meeting. However, as a result of the meeting there are a number of tasks that DJN Planning will do especially around evidence-based work and the scoping of technical packages that come with pre-existing funding from AECOM e.g. Design specifications.	DJNP	2018 On or before 26.09
006	Tasks DJN Planning is expecting the working party to undertake. None at present.		
007	Revised Project Plan (Final Version) – See Item under 004 27.06.18 Item 006, Project Plan.	KA and others	

Signed (Chair)

Date 26th September, 2018

Item		Action	Due
008	<p>Exploration of issues relating to MHDC call for sites</p> <p>Mtg with David Clarke of Malvern Hills District Council (MHDC).</p> <p>Cllrs Catherine Knight and Ning Kedwards had met with David Clarke to discuss a variety of items relative to the Neighbourhood Plan, CK updated the steering committee in her email of 16th July, 2018. She updated the meeting as follows.</p> <p>Call for Sites.</p> <p>MHDC had made another call for residential development sites, therefore it was prudent to ascertain if any sites located within the wider Abberley Parish Council Boundary (as opposed to the more flexible, but smaller “settlement boundaries” i.e. Abberley Common and Abberley Village) had been put forward by land owners.</p> <p>At the time of the meeting David Clarke advised that he was awaiting data release from elsewhere in MHDC, with a probable timescale of Autumn 2018 before Parishes to be able to access data on exercise management, inputs and what possible actions might be slated as a result.</p> <p>Parish Settlement Boundaries</p> <p>The Parish Boundary endures until changed by the Local Government Boundary Commission For England (LGBCE) when electoral equality is identified as needing redress.</p> <p>A Parish Settlement Boundary, (aka A Parish Development Boundary) is a line which separates urban development (for example land that has housing or works already built on it) from open countryside (i.e. areas that do not have housing or works). At any time, a Settlement Boundary can be expanded by the Parish Council or the Local District Council (Malvern Hills District Council).</p> <p>At present MHDC view Abberley as having two distinct settlements</p> <ul style="list-style-type: none"> i. Abberley Common (i.e. housing close to the village school and village hall) ii Abberley Village (i.e. around The Manor Arms and St Michael’s Church) <p>The area in between the two identified settlements is considered open countryside i.e. not settled.</p>	-	-

Signed (Chair)

Date 26th September, 2018

Item		Action	Due
008 (Cont)	<p>Exploration of issues relating to MHDC call for sites (Cont)</p> <p>South Worcestershire Development Plan In 2022, when the new/revised SWDP is released, new development is a possibility. At present Worcestershire is expected to have to find another 18,000 homes across the county (overall development quota).</p> <p>Category 1 villages, such as Abberley, are placed lower down the selection list for development than existing towns. Yet Category 1 Status will not automatically prevent Abberley from being selected to help meet the overall development quota.</p> <p>Housing Needs Assessment The existence of a Housing Needs Assessment which seeks to balance internal village needs against government drivers may place Abberley to the forefront of other Category 1 villages, yet it would also provide Abberley with a strong source of evidence-based influence if new development is proposed for the Parish as a whole, thus allowing the community to have a strong say in numbers and design with a view to minimising the impact of developer driven changes within the Parish.</p>		
009	<p>Confirmation of make up of working group and any actions required.</p> <p>Cllr Kate Andrew (Chair), Cllr Godfrey Crompton, Cllr Jim Gibson, Cllr Ning Kedwards, Cllr Catherine Knight, Mac MacBeth, Rachel Pallett, Meryl Roberts, Libby Tassell</p> <p>New Actions</p> <p>The migration of the online data storage library needs to be undertaken.</p> <p>Outstanding Actions Actions denoted as outstanding must be completed on or before any date specified.</p> <p>The next meeting was confirmed as Wednesday September 26th 2018, 7.30pm in the Committee Room of Abberley Village Hall.</p> <p>The meeting was closed at 9.15pm</p>	Project Clerk	asap

Signed (Chair)

Date 26th September, 2018