

Present: Cllr Kate Andrew (Chair), Cllr Catherine Knight, Cllr Jim Gibson, Meryl Roberts, Libby Tassell, Sarah Outwin, Janet Gittins (Clerk)

In Attendance: Dr David Nicholson (DJN Planning Ltd)

Item		Action	Due
001	The Chair welcomed Sarah Outwin to the meeting who has joined the Group.		
002	Apologies. Received from Cllr Ning Kedwards, Cllr Godfrey Crompton, Rachel Pallet.		
003	Declarations of Interest. No Declarations of Interest were received		
004	The minutes of the last Working Group (dated 26 September) were approved and signed.		
005	<p>Matters Arising.</p> <p><u>Settlement Boundary Review.</u> Kate had submitted the Parish Council's response to this review and this had been circulated to all Parish Councillors. She pointed out the 1841 Tithe Map had been digitised and is now on the Worcestershire Archives and Archaeology Site, this shows all boundaries, land owners and tenants.</p> <p>Evidence base David Nicholson had contacted the Abberley Hills Preservation Society who had agreed that their Landscape Character Assessment produced for the proposal to extend the AONB to include the Abberley Hills could be added to the evidence base. The AONB extension is still under consideration.</p> <p>The person working on Gt Witley and Hillhampton Parish Councils NP is proposing preserving the whole of the Abberley Hills so that no development is permitted within 200 metres of the tree line. He suggested that Abberley Parish Council could also object to building on the Abberley side of the hills. DN to contact Great Witley's NP person</p> <p><u>Hop Farming</u> – A document produced by Kate following her visit to local hop farmers in the area was circulated and discussed and is on Drop Box.</p> <p><u>Documents to be uploaded to Dropbox.</u> Jim asked for photos of Abberley, showing different seasons, should be forwarded to him to put in Dropbox. The photos must include the location and the initials of the person who has taken the photo. David emphasised the importance of building an evidence base of information.</p>	DN	Report to next meeting
006	Report from David Nicholson David reported that he provided input into the PC development boundary consultation response and has been working with Ning and the consultants from AECOM to look at local housing need. The SWDP have already produced a 'housing needs' figure for Malvern Hills. After some debate,		

	<p>AECOM will now use the same calculations method as the SWDP and calculate the housing need assessment for the Abberley NP area. We now have enough detail to ask AECOM to go ahead but it was recognised that they are undertaking the same task for a number of other Parish Councils and so this work could take some time, but to be pressed by KA for a response.</p> <p>AECOM are also due to work on the design guidance, NK and KA to encourage action in this area</p> <p>DN pointed out that ‘housing need’ and ‘housing requirement’ are different. The ‘housing need’ figure is based on standard methodologies around new households likely to form and is population based. The ‘housing requirement’ to meet Government targets will be taken from the South Worcestershire Strategic Plan, however it is not clear what the strategy as to where the additional housing should go is going to be. The Neighbourhood Plan will need to demonstrate how the housing need will be delivered. The three existing development sites, two of which have outline planning permission should be sufficient to meet local ‘housing need’.</p> <p>David emphasised the importance of the SWDP Policy Review being completed and approved before the Parish Council agree the Neighbourhood Plan so that the Neighbourhood Plan is the most recent planning document.</p> <p>Group members identified that the Walshes Farm allocated site is up for sale again, which may delay the development of this site. Outline planning permission has been granted. However, there are a number of reserved matters to agree i.e. design and layout</p> <p>Discussion also took place regarding the categorisation of Abberley village as a whole. Under the methodology used Abberley Common is Category 1. Abberley Village is Category 4A. This is also being reviewed as part of the SWDP update. Catherine agreed to contact David Clarke at MHDC to establish the methodology used to create the scoring so that the NP group can make an informed submission.</p>	<p>KA</p> <p>KA/ NK</p> <p>CK /KA</p>	<p>17.12.18</p>
<p>007</p>	<p>The initial response to Malvern Hills District Council call for sites was published as the start of November but remains open. The map of sites across the District and the detail of the site in Abberley was circulated in advance of the meeting. The ‘call for sites’ is part of the SWDP Review, submission for which need to be submitted before 17 December. It was pointed out that the ‘call for sites’ was not only for housing development but we need to be aware of it in order to prepare our submission. The Parish Council have already identified that they would like to extend the Village Hall car park and also provide an all-weather playing field using S106 funds if these became available.</p> <p>District Councillor Paul Cummings will prepare a submission, joined by Abberley Parish Council, which will be based on road infrastructures being in place before any housing development takes place. Consideration must also be given to drainage, landscaping, flooding etc.</p>		

	<p>Abberley Parish Council have requested that the NP group draft the submission. David Nicholson was asked to assist with this and he agreed to put forward a fee proposal forward as soon as possible. The Parish Council will respond back on 4 December. The Neighbourhood Planning Group will make the point that 'housing needs' is already catered for within the existing three sites. This response must be in line with the strategy. The submission must be distributed to the Parish Council for its approval and the draft must be produced and agreed by the Neighbourhood Plan Group by 7 December 2018 and David will complete the submission by 14 December. The final submission document will be posted onto the Parish Council website.</p>	<p>DN KA/ CK</p>	<p>asap 7.12.18</p>
<p>008</p>	<p>Date of the next meeting.</p> <p>It was agreed that meetings should take place on the fourth Wednesday every two months from January 2019. The Clerk was asked to book the Committee Room at the Village Hall for the following dates:</p> <p>23 January 27 March 22 May 24 July 25 September 27 November</p> <p>The meeting closed at 9.00 p.m.</p>	<p>Clerk</p>	

Signed (Chair)

Date