

Orleton and Richards Castle
Neighbourhood Development Plan Steering Group

Notes from a Meeting at Orleton Village Hall, 7.00 pm Tuesday 2 June 2015

06/15/1: To note the attendance at the meeting

a) Members: John Alderman (JA), Pauline Betteridge (PB), David English (DE), Richard Hewitt (Treasurer RH), Donald Pickard (Secretary, DP), Mike Saunders (MS), David Small (Chair, DS)

b) Apologies for absence: Elizabeth Moran (EM)

c) In attendance: Bill Bloxsome (Data Orchard)

Introduction of Bill Bloxsome, consultant with Data Orchard with a brief is to assist the group in confirming the work towards the project plan: background in local government especially local plans. Now liaising with a number of local groups about Neighbourhood Development Plans.

06/15/2: There were no further declarations of interest by members.

06/15/3: The **notes** of the meeting of 8 April 2015 (150408 notes.doc) were received. **RH** clarified that the ordering of the process to be followed should be Project Plan first then towards Grant application - JA raised a clarifying question about housing numbers and there was discussion about minimum and maximum numbers (which is of particular interest to Richards Castle) including the implications of 'settlement boundaries' vis--vis 'allocated sites'.

06/15/4: The **correspondence** received related to discussions with DO and Hereford Council and is picked up in the business of this meeting.

06/15/5 Discussion. **RH** began to lay out outstanding questions needing to be addressed before the grant application could be submitted.

a) meetings ('keeping people informed') to discuss concepts required for Draft Plan/ Reg 14 stage. (at the final stage Meetings/consultations will be required for Reg 14 leading to Reg 16.)

Before these there can be consultations with the community

Agreed that there will be need:

- to include 'site assessment' alongside a 'settlement boundary determination'
- to hold public drop-in – sessions in two stages if necessary of vision objectives and policy options (a first indication of the thinking towards Reg 14) - in both village halls which can be attended from either village
- for Publicity material at the Reg 14 stage. (what options being considered by other villages?)
- to plan for a monthly meeting of the Steering Group

b) the requirement for separate reports on data for the two parishes. Agreed to include a contingency budget for additional work to differentiate between different groups

Agreed: RH to prepare an application to cover work up to Reg 14, but not further, with an upper limit of £5000. (RH and JA to meet to finalise work to allow grant application to be submitted)

06/15/6 **RH** presented a summary of the current financial position. A question was raised about representation on the steering group from the two parish councils which need updating.

06/15/7 Update on questionnaires to non-resident landowners: JA reported on outstanding questions. Most of Orleton is now covered: there are some in Richards Castle which need further enquiries: JA will provide materials to RC.

06/15/8 **Towards the first plan draft:** Report from MS outlining content: BB indicated areas for which he could supply information.

06/15/9 Any other business: JA will send Bill our OS reference number.

06/15/10 Date of next meetings: Monday 13 July at 7.30 in Richards Castle Village Hall