

**Orleton and Richards Castle**  
**Neighbourhood Development Plan Steering Group:**

Notes from a meeting at Richards Castle Village Hall,  
7.00 pm Monday 29 February 2016

**1. To note the attendance** at the meeting

**a) Members:** David Small, Chairman; Pauline Betteridge; Elizabeth Moran; Mike Saunders; David English; Richard Hewitt, Secretary/Treasurer; and Peter Owen.

**b) Apologies** for absence: Richard Jack.

**c) In attendance:** Bill Bloxsome, Data Orchard; Sebastian Bowen, Ward Cllr.; Cllr. R Thomas (Richards Castle) and two members of the public.

**2. Declarations of interest by members.** None.

**3.** To receive the **notes** of the meeting of 4 February 2016. The notes of the meeting were agreed unanimously.

**4. Correspondence.** David English highlighted a recent article in the Daily Telegraph regarding provision of self build plots.

**5. To receive reports from sub-groups meeting following the last meeting (if any)**

(The order of the reports will be determined in the meeting)

Mike Saunders reported on discussions held with Bill Bloxsome, Data Orchard and Gemma Webster, Herefordshire Council. Mike will share updated timetable for completion of the neighbourhood plan process based on recent advice from Herefordshire Council.

**6. Review response to land for development questionnaire, and other land that owners have informed the steering group may be available for potential development**

David Small said a meeting has been arranged to talk with a local landowner at Orleton following a direct approach. Details of land available that resulted from completed call for land forms has been provided to Data Orchard to include in an appendix to the draft plan.

**7. Review draft neighbourhood development plan (Data Orchard draft), and agree actions required to complete first draft.**

The latest draft of the neighbourhood plan was reviewed. The availability of some of the land at Richards Castle highlighted for development needs to be confirmed. Bill Bloxsome to request highways advice about access to sites at Richards Castle. Photos of Richards Castle need to be sourced.

**8. Communications and website**

The Google Drive repository of documents does not include minutes or agendas. The meeting decided to publish agendas and minutes from January 2016 on the neighbourhood plan website.

**9. Matters for the next meeting**

Review updated draft of the neighbourhood plan.

**10. Date of next meeting(s)/ Close meeting.** The next meeting will be at 7pm, 21 March 2016 at Orleton Village Hall (subject to availability of the hall). The meeting closed at 8.54pm.