

## **Eardisland Parish Council**

Meeting of the Neighbourhood Development Plan Steering Group on  
Thursday 8 May 2014 at 19.30 in Eardisland Village Hall

### **Minutes**

**Present:** 15 out of 21 residents on original list for Steering Group; 5 members of public

**In attendance:** Michael Wellock and Louise Kirkup from Kirkwells Planning Consultants  
Alison Sutton, Parish Clerk

**Apologies:** James Miller, Phil Milchard, Edward Thomas

1. **To elect a Chairman and Vice Chairman for the Steering Group** – It was decided that the Chairman and Vice Chairman for the Group would be elected at the next meeting
2. **Presentation from Kirkwells Planning Consultants** – Michael and Louise made the following points:
  - Rules for the process – must be open, inclusive, involve the community
  - Under the Localism Bill, a Neighbourhood Development Plan (NDP) cannot be used to prevent development but can decide what where and what type of development there should be and what it should look like
  - The NDP process starts with designation of the area – this is completed and is the whole of the parish
  - Next stage is to identify the issues and decide what policies to put in the plan
  - Draft Plan is written by Kirkwells
  - Six week consultation with people who live, work and do business in the area – will include one-off events (avoiding big events on TV etc.), information to and responses encouraged from every household
  - Comments on Draft Plan fed into the Revised Plan
  - Revised Plan submitted to Herefordshire Council (HC) – accompanied by 1) a Consultation Statement with evidence of how and who consulted, what responded and what amendments therefore made and 2) Basic Conditions Statement to evidence how the Plan conforms with the National Planning Policy Framework, Localism Act and the Core Strategy for Herefordshire Council – submission copy of Core Strategy now due later in May
  - Six week consultation by HC
  - Plan submitted for Independent Examination – to assess Plan has met the Basic Conditions – EPC and HC decide together who to appoint as Independent Examiner
  - Independent Examiner may recommend amendments – might recommend that residents of neighbouring parishes are consulted if policies in Plan affect issues that go across boundaries
  - Local referendum – paid for by HC – straight majority of those on electoral register for Plan to be accepted
  - Strategic Environmental Assessment (e.g. wildlife habitats, flooding, conservation area, listed buildings through consultation with Highways Agency, English Heritage, Natural England, Welsh Natural agency, Environmental Agency) because of proximity to Rivers Wye and Lugg and to meet EU Legislation undertaken alongside HC Consultation and Independent Examination – HC arrange and pay for this
3. **Actions and timetable** – It was agreed that no further work would be undertaken at this meeting. Clerk to send more information to clarify what is involved, so everyone on the original list for the Steering Group and others who attended the meeting can decide if they wish to be a member of the Group
4. **Membership of sub-groups**
5. **Break-out in sub-groups to plan work**
6. **Feedback from sub-groups**
7. **Date of next meeting** – 5 June 2014

Alison Sutton – Parish Clerk

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