

Willoughby Neighbourhood Development Plan

Steering Group Minutes 6 August 2018, 7.00pm at the Village Hall

- 1. Present:** Maggie Beech, Ken Miles, Steve Palmer, Jim Rowley. Apologies from Helen Caton Hughes, Brian Hall and Mike Thomas.
- 2. Declaration of interests:** None for this meeting, but MB stressed the need for care in considering this during specific agenda items.
- 3. Statements and Questions from the Community:** None.
- 4. Minutes of the meeting held on 9 July 2018:** Approved.
- 5. Update on Actions and other matters arising from the minutes:**

Summary of results of Initial Consultation: duly distributed to residents during week beginning 23 July (a week earlier than planned).

Full reports and summary: were placed on the website on 23 July. Minute 7 refers.

Project Plan: the required adjustments have been made. Minute 8 refers.

6. Rugby Borough Council Local Plan update:

The Main Modifications proposed by the Inspector are expected to be approved for public consultation, at the special meeting of the Cabinet on 13 August 2018. Assuming approval, the consultation period will run from Tuesday 14 August to Friday 5 October 2018.

7. Finance:

Grant received for period April to September 2018:		£4604
Costs already paid: Posters	95	
Printing	260	
Costs due: Warwickshire CC for HER	250	
Kirkwells Planning Consultants	<u>2572</u>	
Total costs to date:	3177	<u>3177</u>
Balance grant remaining		1427

Further printing costs may come in this period in connection with our next consultation. Any balance will be repaid, but will still be available to claim for the next period.

8. First Draft Neighbourhood Development Plan - update on progress on tasks:

Local Green Spaces: Grid and photos produced by KM and JR, discussed and amendments agreed. Revised grid to be produced, for Kirkwells to produce final version for the First Draft NDP. **Action JR and KM**

Locally significant views: BH and SP produced 11 photos with identifying words and two location maps. Slight modification agreed to wording, and reduction to 9 views. SP will modify, for sending to Kirkwells. **Action SP**

Character Areas: MB and BH have produced wording and map of nine character areas for consideration within the village settlement boundary (type of house - detached, terraced etc., when built, what materials built from, type of roof tiles, setback from the road etc.). Although it is well outside the settlement boundary, it was decided that the houses in Pye Court should be described for consideration as a character area too because of the variety of housing and the area's historical importance. **Action MB**

Historic buildings and features: HCH has provided some photos. Because of time constraints, it was agreed to share out the 22 possible buildings for the list of non-designated historic assets. MB to provide list with buildings and need for photograph and/or information with names of SG member who will try to get these. Date for return to MB: 19 August 2018. **Action MB/All**

Ridge and Furrow: Richard Jackson is working on this.

Flood risk: Bert Ogle is working on this.

Target date for completion of last two tasks: 24 August 2018

9. Consultation on First Draft NDP and Second Neighbourhood Plan Day: We agreed adjustments to Programme, bearing in mind Rugby Borough Council's consultation running to 5 October 2018. **Action KM**

10. Initial consultation, non-planning issues: The Parish Council is working through the collated responses, and will publish response on their website.

11. Urgent business: None.

12. Date of next meeting: 10 September 2018, 7.00pm in the Village Hall.