

PUTLEY PARISH COUNCIL – NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) STEERING GROUP MEETING

**7.30 pm on Wednesday 18th January 2017 at Putley Parish Hall
Putley**

1. **Present:** G. Blandford (GB), T. Beaumont (TB), R. Denman (RD), J. Felton (JF), E. Groves (EG), K. Herbst (KH) (Chair), G. Prins (GP), G. Sampson (GS), S. Webster (SW) and K. Wollen (KW)

Also in attendance D. Nicholson (DN), Consultant, C. Stallard Daniels (CESD), Putley Parish Council Clerk, and one member of the public.

2. **Apologies:** J. Herbst and K. Harris.
3. **Declarations of Interest:** There were no Declarations of Interest.
4. **Minutes of last meeting:** The minutes of the previous meeting were approved.
5. DN Presented a slide show of the draft results from the questionnaire survey. There has been a positive feedback, with 197 questionnaires going out and 127 being returned, 64.5%. Of the 21 questions, some were open, others closed. Most comments were on housing, mainly from the younger generation but also older people looking to downsize and public transport and broadband. On the economy farming and other business would like more input. On the whole the Vision Statement was well received. RD warned that using minority comments could 'skew' results.
6. **What next?**
 - a. Define the extent of the village (NOT Parish) of Putley
 - b. Explain how the Core Strategy minimum housing requirement will be met.
 - c. Work on housing delivery
 - d. Appraise the character of Putley as a dispersed settlement
 - e. Appraise the sites suggested by residents as suitable sites for development
 - f. Provide recommendations – define the extent of Putley Village by use of settlement boundaries or equivalent, meet housing requirements by allocating a site(s) and/or writing a planning policy to allow development if specified criteria are met.
 - g. Contact land owners of sites identified in the questionnaire and ask if they would be prepared to sell.

Criteria based NDP is the preferred option, the end result has to be backed up by evidence. DN will produce a draft solution.

7. **Finance:** Draft accounts were presented and discussed. There is £472 left in the budget, JH will contact Groundwork to extend the period in which it must be spent until the end of the financial year.

8. **The next 6 months:**
DN to produce next piece of work, on housing once the next tranche of funding is secured.
A mini consultation will be held with parishioners either by drop in session or leaflet drop, to give more evidence for examiner. Possibly June or July.
DN will produce a draft NDP ready for the 6-week consultation period.
KH will produce a framework of dates for the above and circulate.

9. **Housekeeping:**
Future meetings will be advertised on a meeting-by-meeting basis, due to the change in the cycle of Parish Council meetings.
Several people had expressed an interest in coming to meetings and apologies had been received for this meeting.
The next tranche of funding will run from April to September
Local businesses need to be contacted for their views, a drop-in event will be held with the event being advertised in the Hereford Times Village section
Ensure distinction on the meeting advertising boards between steering group meetings and open drop in meetings.

10. **Date of next meeting:** KH will host a sub-committee meeting at Hillfield on 22nd February to plan open business meeting on 6th April. A meeting of the Steering Group will be called when the next tranche of funding is in place

11. Meeting closed at 9.50pm