

Minutes
Neighbourhood Plan Steering Group
1st March 2016 19.30
Ashperton Village Hall

1. **Present** –Jonathan Bills (JB), Nadine Schofield (NS), Sam Scholefield (SS), Andrew Tector (AT), Rowland Eustace (RE), Andrew Hammond (AH) Freda Helme (FH) Gordon Edwards (GE)
 2. **Apologies** – none
 3. **Minutes of meeting 16.2.16**– agreed.
 4. **Matters arising** – SS noted typo, date for community consultation should read 9.4.16 not 9.3.16
 - AH has found registration documents for village green
 5. **Second questionnaire** – We went through questionnaire that AT had emailed to group members. We discussed and agreed questions, some amendment's to be made, in particular...
 - Q11 at end add 'from large scale commercial solar developments'
 - Add comments section below Q10
 - Remove Q12
 - Other amendments were made during meetingAH will add paragraph of what doesn't need planning permission for change of use, and will email to AT

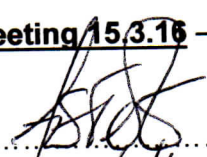
AT will add questions re tranquility and affordable housing as per last minutes

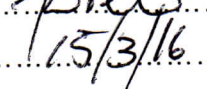
AT will add introductory paragraph to start of questionnaire explaining why more detail is needed to inform plan.
- Second Community Consultation** – will be 9.4.16 1030-1230 where questionnaires will be handed out. FH will arrange advert for this in Parish

magazine and NS will print and send postcard reminders using previous template and distribution list.

6. AOB – none

Next meeting 15.3.16 – to further discuss second community consultation

Signed  Andrew Tector (Chair)

Date 

S Scholefield 1.3.16

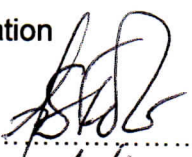
Minutes
Neighbourhood Plan Steering Group
15th March 2016 19.30
Ashperton Village Hall

1. **Present** –Jonathan Bills (JB), Nadine Schofield (NS), Sam Scholefield (SS), Andrew Tector (AT), Freda Helme (FH) Gordon Edwards (GE)
2. **Apologies** – Andrew Hammond (AH), Rowland Eustace (RE)
3. **Minutes of meeting 1.3.16**– agreed.
4. **Matters arising** – none
5. **Finances** – NS is ready to make second funding request when we know what we'll need. AT confirmed that the price to use digital version of map in final plan is 144 pounds.
6. **Settlement Boundary** – the most recent version was agreed by members (for the questionnaire). AT will ask Andrew Patterson to take out the satellite boundary marking over Woodend to avoid confusion.
5. **Questionnaire** – We went through the second questionnaire again. AT made amendments on his lap top.
6. **Community Consultation** – will be 9.4.16 1030-1230 at the village Hall. We will hand out questionnaires to those who attend and hand deliver to those who don't. We will collect using the same process as with the first questionnaire, as this gained a good response rate.
FH mentioned adding a nice photo at the front of the questionnaire, perhaps of the village Green,
FH will arrange light refreshments
7. **Project Plan** – SS updated on where we are with this – around 1-2 months behind, and confirmed what information we will need to gather from the next

community consultation process.

8. **AOB** – none

9 – **next meeting** 29.3.16 to finalise questionnaire and plans for community consultation

Signed  Andrew Tector (Chair)

Date 

Sam Scholefield 15.3.16

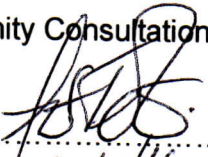
Minutes
Neighbourhood Plan Steering Group
5th April 2016 19.30
Ashperton Village Hall

1. **Present** –Jonathan Bills (JB), Nadine Schofield (NS), Sam Scholefield (SS), Andrew Tector (AT), Freda Helme (FH) Gordon Edwards (GE), Rowland Eustace (RE)
2. **Apologies** – Andrew Hammond (AH),
3. **Minutes of meeting 15.3.16**– agreed.
4. **Matters arising** – none
5. **Questionnaire** – final draft of questionnaire agreed and signed off. AT will arrange printing and NS will put in envelopes and add address labels. All agreed need for explanation cover sheet as before informing of time scale for completion (3/52) and how to return – NS will amend previous front sheet and email to AT. Those that aren't returned will be hand collected as previously.
6. **Community Consultation** – FH will have tables, chairs and refreshments set up from 0930. AT will send AH a big version of the settlement boundary to enlarge. We will put several copies of previous questionnaire results around and have to hand.
8. **H Davies amended application** – NS queried whether we should comment to Herefordshire Council re H Davies' amended housing application – with the statistics from previous questionnaire particularly re resident's views on houses in that field and on number of dwellings per new development. All in agreement than an impartial facts based comment is appropriate. NS will draft this and email to group for consideration.
9. **Funding** – NS put latest funding application in on 1.4.16, for £1300. This should take 2/52 for confirmation. AT will charge the Parish Council for

printing of questionnaires who we will then reimburse.

9 – **next meeting** 3.5.16 after questionnaires have been collected.

Community Consultation 9.4.16

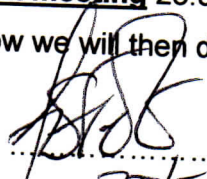
Signed  Andrew Tector (Chair)

Date 3/5/16

Sam Scholefield 6.4.16

Minutes
Neighbourhood Plan Steering Group
10th May 2016 19.30
Ashperton Village Hall

1. **Present** –Jonathan Bills (JB), Nadine Schofield (NS), Sam Scholefield (SS), Andrew Tector (AT), Freda Helme (FH) Gordon Edwards (GE), Rowland Eustace (RE), Andrew Hammond (AH),
2. **Apologies** – none
3. **Minutes of meeting 5.4.16**– agreed.
4. **Matters arising** – none
5. **Questionnaire** –around 40 have been returned. Several more will be collected by group members over the next few days. AT is happy to collate the results from these which we can discuss at the next meeting.
6. **AOB** – FH has received another letter from Mr L Watkins stating his wish for his field to be considered for 2 dwellings. This will be considered during development of the draft plan
- 9 – **next meeting** 25.5.16 (Wednesday) to discuss results from questionnaire and how we will then develop each section of the draft plan

Signed  Andrew Tector (Chair)

Date..... 25/5/16

Sam Scholefield 10.5.16

Minutes
Neighbourhood Plan Steering Group
25th May 2016 19.30
Ashperton Village Hall

1. **Present** –Jonathan Bills (JB), Nadine Schofield (NS), Sam Scholefield (SS), Andrew Tector (AT), Freda Helme (FH) Gordon Edwards (GE), Rowland Eustace (RE),
2. **Apologies** – Andrew Hammond (AH),
3. **Minutes of meeting 10.5.16**– agreed.
4. **Matters arising** – none
5. **Second Questionnaire** –more than 50 have been returned. AT has typed the results of these and sent out to group members this morning. We worked through the result and discussed them. AT and NS will go through the comments sections of some of the questions this weekend.
6. **Draft Plan** – We discussed and clarified who would be working on which sections of the plan. This is as previously agreed but for reminder is..

Section 1 Intro – AT

Section 2 – Our Parish – JB

Section 3 - Vision and objectives – SS

Section 4 – The policies SS

Section 5 – Housing Policies – AT

Section 6 – Design Policies – AH

Section 7 – Sustainable development – AH

Section 8 – Sustainable transport policies – RE

Section 9 – Supporting Local businesses – NS

Section 10 – Sustainable environmental policies – JB

Section 11 – Renewable energy generation – AH

Section 12 Plan implementation and monitoring – FH

Section 13 – Conclusion – GE

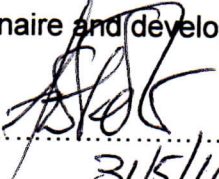
We agreed to get the draft plan completed to present at the next community consultation with supporting evidence. The draft will also go onto the Parish website when finished.

7. Community Consultation – to present the draft plan and evidence supporting it will be on Saturday 25th June between 1000-1200. NS will again create flyers for delivering to all residents. FH will advertise this event on the Parish website and notice boards.

8. AOB GE has some photos of the village for the draft plan.

JB queried conformity of layout for policy sections of the draft, all agreed that this could be amended at a later stage once text of sections are written

9 – **next meeting** Tues 31st May at 1930 to discuss written comments on questionnaire and development of each section of the draft plan

Signed  Andrew Tector (Chair)

Date..... 31/5/16

Sam Scholefield 25.5.16