

Brilley Parish Council

Notes of the Neighbourhood Development Plan Steering Group Meeting on
Tuesday 15 July 2014 at 19.30 in Brilley Village Hall

Present: 12 out of 17 people originally interested in joining Steering Group

In attendance: Parish Clerk Alison Sutton, Claire Parker from Kirkwells

- 1. Introduction from Parish Council** – Cllr Keith White welcomed everyone and explained that he and Cllr Roger Bayliss were going to act as Co-Chairmen, so that one or both of them were at every meeting.
- 2. Presentation by Kirkwells Planning Consultants** – Claire Parker gave a short presentation outlining the Neighbourhood Planning process. This starts with designation of the area for the Neighbourhood Development Plan (NDP), for Brilley this is the whole parish and designation has been granted. The main work is preparing the NDP in conjunction with Kirkwells. There will then be a 6-week consultation phase with one-off event(s) in the village hall, a document on the website with an option to respond by email and a document to each house in the parish with follow-up by the Steering Group (SG) members to get as high a response as possible. Once any comments from the consultation have been considered and the NDP amended accordingly, it is submitted to Herefordshire Council, who then have another 6-week consultation. An Independent Examiner then sees the NDP and may recommend further amendments. There is a local referendum with straight majority needed to accept the NDP. Herefordshire Council then adopts it and the NDP is made planning law locally. The NDP sets planning until 2031, which is the duration of Herefordshire Council's Core Strategy.
- 3. Confirmation of members of Steering Group and observers** – The following people confirmed they wished to be part of the SG: Roger Bayliss, Sherrill Cruz, Peter Davies, Joseph Kendrick, Gareth Pugh, Chris Rice, Keith White, David Woolley. The other 4 people who attended were encouraged to come to meetings to observe as this is a valuable part of the process. It was noted that anyone can join the SG at a later stage and meetings are open to everyone.
- 4. Elect Vice Chairman** – It was agreed that as Cllrs White and Bayliss are going to be Co-Chairman there was no need for a Vice Chairman.
- 5. Elect Volunteer Co-ordinator** – After discussion of what was required Chris Rice offered to undertake this role, which was accepted gratefully.
- 6. Note project time plan and receive information** – The Clerk gave out various documents and the project time plan.
- 7. Open forum** – Various aspects of the process were considered. It was noted that a short questionnaire needs to be undertaken in August to check that the parishioners do not have any particular issues that they which to be addressed in the NDP, apart from those already identified.
- 8. To note date of next meeting** – 29 July 2014.

Alison Sutton – Parish Clerk
7 John Davies Place, Westcroft, Leominster, Herefordshire HR6 8JD
Tel: 07789 322771. Email: brilleypc@gmail.com