WARNDON PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING COMMITTEE

Minutes of meeting held Tuesday 22nd October 2019 at
Woodgreen Evangelical Church commencing at 19:30 hours

Present: Andy Taylor(PC), Dawn Merriman (PC), Richard Fowler, Caroline Ansell, Dawn Merriman (PC). Roger Harris, Andrew Cross (PC Chair) Mick Wright Mike O'Sullivan, Katie Parsons, Becky Burridge (BPA)

Apologies: Andy Roberts (County Councillor), Paul Snookes,

Item	Minute Recorded	Action by
1	**Apologies and declarations of interest**. Apologies as above and no declarations of interest.	
2	**Minutes of the meeting held on Tuesday 24th September 2019.** Minutes confirmed as an accurate record of our meeting- Although some minor amends required 1) change name of location meeting took place- Woodgreen Evangelical Church not Lyppard Hub. 2) remove (PC) from Roger Harris's name as no longer a Parish Councillor.	DM
3	**Matters outstanding** None	
4	**Meeting was suspended to allow presentation from Becky (BPA) on update on SWDP and her meeting with Worcester City Council.** Following the presentation, a discussion took place on the SWDP and emerging policies. From 4.11.19 the review document will be out for consultation for a period of 6 weeks. Agreed to hold an additional NPSC meeting to discuss response.	
5	**Policy Development** Becky (BPA) presented the Natural Environment 'draft' document covering the following headings. Amendments were made during the discussion covering headings a)-c) below. The 'draft' will be updated to reflect the comments made and re-circulated to the NPSC. a) Landscape character b) Biodiversity -may want to include Ecological data to inc on LNR. i.e species. c) Trees & Hedgerows Following items to be discussed at future meeting. d) Green Routes- Footpaths, Cycle Paths e) Local Gap	 BB BB
6	**Local Green Space policy** Date was set for next meeting of Green Space Audit Review sub-committee Wed 6th November. Time to be arranged	 RF

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7.	**AOB** Green Spaces awaiting adoption – Lucy Hodgson (City Councillor & Parish Councillor) to engage with appropriate officers of the City Council with the intention to expedite the Greenspace adoption process. Green space spreadsheet produced by AT, to be used in the proposal for adoption. **Business Survey** AT confirmed all BQ's had now been hand delivered to 125 businesses in the Parish. Deadline for return is Fri 1st November 2019. DM confirmed 29 completed BQ's had been received so far. Discussion took place with BB regarding how the data would be captured. It was agreed for committee to set up on Survey Monkey'. AT to investigate and report at next meeting.	AT
8	There being no further business the meeting closed at 22.15 hours **Date and time of next meetings** Tuesday 19th November 2019 Evangelical Church @ 19.30 hours. Tuesday 26th November 2019 Evangelical Church @ 19.30 hours AT to book room for additional meeting date (19th)	AT

(WCC) Worcester City Council (WPNP) – Warndon Parish Neighbourhood Plan
(WPC) – Warndon Parish Council (NPSC) Neighbourhood Plan Steering Committee
(GS) Greenspace (GN) Green network. BPA (Brodie Planning Associates)
(Q) - Questionnaire (BQ) Business Questionnaire