WARNDON PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING COMMITTEE

Minutes of meeting held on Tuesday 22nd March 2022
(virtual meeting using Teams)

Present: Caroline Ansell *(Chair*), Dawn Merriman *(PC*) Andy Taylor *(PC*), Mick Wright, Andrew Cross *(PC),* Andy Roberts (*County Councillor,)*

Apologies: Mike O' Sullivan, Paul Snookes, Roger Harris,

In attendance: No-one else in attendance

Item	Minute recorded	Action by
1.	**Apologies of absence** Noted and recorded. **Declarations of interest:** None Meeting commenced at 7.38 p.m. Chair welcomed steering group committee members present. DM agreed to take the minutes.	
2.	Minutes of the meeting held on the 22nd February. Chair proposed they be adopted. All members agreed and were approved.	
3.	**Update on RCA Activity** AT discussed the REG 14 Doc provided by RCA. Each section needs to be reviewed and decide what 'Actions' are to be progressed and referred to the statutory bodies (WPC,WCC, WorcsCC) or for action by the NPSC. It was suggested a sub-group take this forward, beginning of next month, AT to progress. This is an important part of the consultation process and would be well received by the 'inspector' when assessing the WPNP. Biodiversity Net Gain Policy review and Climate Change issues need to be considered to feed into the WPNP. AT suggested involve JB (RCA) in meeting with CB, however it was suggested that this would be considered at a more strategic level and included in the SWDP. Consider the design of the final version of WPNP. This may require extra funding.	AT

4.	**Website Transfer** No progress – AC, Sue (Clerk) MOS. AC to action.	AC
5.	**Significant Gap / Local Gap Issue** AT advised the first meeting had taken place with the newly appointed Duncan Rudge, Head of Planning (WCC). DR listened to the comments made by AT and responded to all key areas of concern. AT left documents with DR to review and respond to. AT to follow up.	AT
6.	**Next Steps** AT to talk to JB to finalise activities before end of the month. AT to organise – dates / 2 sessions/ MW to provide input. Room booking. St Nicks/ Hub Response from DR (WCC) – to be reviewed at next meeting or earlier.	AT AT
7.	**Any other business** MW explained to the group about a computer programme available for use under Licence called 'LandInsight', which easily identifies land-owners.	
9.	**Date and time of future meetings** 26th April (DM advised she will be unable to attend - consider who takes the minutes or 'record audio' for transcription at later date) 24th May Meeting at closed at 8.42.p.m.	

(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
(CIL) Community Infrastructure Levy (PROW) Public Right of Way
(CB) Corin Beames (WCC) (BB) Becky Burridge (WCC)
(RCA) RCA Regeneration Ltd (SG) Sian Griffiths (RCA) (JB) Joe Bennett (RCA)
(TG) Tracy Griffiths (WCC) (AS) Alistair Scott (WCC) (PC) Parish Councillor
(SS) Sian Stroud (WCC) (DR) Duncan Rudge (WCC)