WARNDON PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING COMMITTEE

Minutes of meeting held on Tuesday 25th August 2020 (virtual meeting using Zoom) commenced at 7.31 p.m.

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

Apologies: Roger Harris, Katie Parsons, Paul Snookes, Mike O'Sullivan,
(Mick Wright left the meeting at 8.50 p.m.)

In attendance: Becky Burridge (BPA)

Meeting Topic: Views Background paper

Item	Minute recorded	Action by
1	Apologies of absence noted and recorded. Declarations of interest: None	
2	Minutes of the meeting on 26th May & 23rd June 2020 were approved.	
3	**Matters outstanding** • Upload February minutes to WPNP website (minutes currently unavailable due to covid-19 lockdown). • Review Plan and highlight any errors, omissions, and inconsistencies on a shared document (pending shared drive) • Consider responsibility for WPNP website management and whether this can be subsumed in WPC website. • Employment Paper, First policy, Retention of Existing (and allocated) employment sites - review d) and e) wording with BPA. • Landowners to be contacted (AT to formulate letter) • Research whether further information should be included in the NP to prevent future nesting sites of seagulls on business parks	MW ALL AT/WPC KP AT BB

3	**Views Background Paper** BB went through amends and everyone agreed. AT went through the map of the parish explaining colours on the map and what they refer to. Colours changed for clarity**. AT** to match 'green' colour Plantation/ Hillwood and other LNR's and review font size of wording on overview map. Final tidy up. BB to insert maps once group are happy with all changes. BB reviewed the map going through each one and showing the viewpoints and the angles (ie. point where taken from) and direction to look to experience the view described. The arrow does not need to point to the view, simply the direction. BB suggested we reduce the length of the arrows and make them all the same length. show where to stand and the direction of the viewpoint. Confirm AT to standardise naming/fonts/ colours/ arrows to be standardised. • Aconbury orchard & Ronkswood Hill Meadow referring to panoramic photos. • Stock Coppice- agreed • Include 4 photos – Canal – agreed • Plantation Dve – 4 points agreed *(AT to review – for consistency same length of arrows)* • Aconbury Orchards and fields – • To Former Tolladine Golf Course – agreed (*AT reduce length of arrows)* • View across L Grange – agreed • Views along Dugdale- agreed • Aconbury - agreed • Ronkswood Hill Meadows- agreed • Views from former Tolladine golf course – agreed BB to insert additional photos as reference in maps **Local Gap Policy** BB showed changes to the local gap policy- as per the last meeting. BB to circulate revised document once finalised. Read through the local gaps section. Sect 1.62 updated. To see if we are happy. BB to chase WCC to confirm if Neighbourhood plans can designate their own 'Gap' and will this be referenced in the SWDP review. AT to remove highlighted section on map within the area around the Bretheren's Meeting Place.	AT AT BB BB All BB AT

	Sixways Park showing the land that should have been left open not developed.	AT
	BB missing details of the land at Jct 6 M5 – not in the appendix. BB to check (checked since meeting & BB to add to appendix).	BB
	Green space background paper Update by BB • Added additional text land corner of Bearcroft Ave – due to community involvement in the area. • Landowners letters being worked on • Great Crested Newts information to be added in • Recirculate maps once finalised.	 AT/BB BB BB
	Green Routes for Active Travel AR reviewed the comments on the 'Questionnaire'. No call for additional pedways and pathways. BB to add in the results of the resident survey under point 3 in the policy and add summary to evidence base.	 BB
	Community Infrastructure Levy (CIL) A discussion took place about the receipt of CIL in the short term, as only one site currently eligible in the parish The surveys did not include a question specifically where/how any extra funding should be spent, however by using the feedback it is possible to identify an indicative list of potential areas for future spending. BB suggested wording and showed examples. The group agreed wording should be put into the NP document that will allow the community to be consulted should funding become available. BB to review both Questionnaires and draft wording.	
	Review of NP policy Green space, Views and Natural environment section is pretty much completed.	
	BB to prepare draft Employment / Retail / Community facilities to be discussed at the next meeting.	BB
	BB to schedule call to KP to discuss some issues raised. (See minutes 26/5).	BB
	BB advised of recent change to planning 'change of use to a property' no longer requires planning permission. Effective from w/c 31/8/20	
	AT, BB & CA to discuss where we are up to with NP contract with BPA. Further grant, up to £1000 available to consult with local residents.	AT/ BB/CA

	Any other business None	
5	There being no further business the meeting closed at 9.31 p.m. **Date and time of next meetings** Tuesday 22nd September at 7.30 p.m. **Topic**: Employment / Retail / Community facilities	

(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