WARNDON PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING COMMITTEE

Minutes of meeting held Tuesday 25th February 2020 at St Nicholas Church Hall, commencing at 19:30

Present: Andy Taylor(PC), Dawn Merriman (PC), Richard Fowler, Mick Wright, , Katie Parsons, Roger Harris, Caroline Ansell, Andy Roberts (County Councilor), Mike O'Sullivan

Apologies: Paul Snookes

Item	Minute Recorded	Action by
1	Apologies of absence noted and recorded. Declarations of interest: None	
2	Minutes of the meeting held on Tuesday 29th January 2020 agreed	
3	**Matters outstanding** None	
4	**Update on Employment Policy** Becky went through the background text for the Employment policy. The Parish Employment profile created from Census detail, this will be out of date but the latest information there is. As residents have grown there are fewer children, maybe add anecdotally but check against inspectors requirements Based on the questionnaire the employment sites within the Parish are purpose built, not converted into current use. AT – need to check on occupancy and which Companies are leaving in the near future re clause. Also clause 1.7 wording check and clarify names of business parks to save confusion (WCC G.I.S mapping) Bosch are a 5G trial location, add into the text and make a point about it going forward. List out class uses of existing buildings No real evidence/support for extra/new employment use. Natural Churn at present with units being taken up as they empty. No real evidence for further allocation within NP Discuss lack of on-site parking as a key factor of the business parks. Put Sui generis as an exception on its own employment generating section to stop erosion of pure employment sites. Include policy to keep all employment to these areas only. Change 2nd policy to confirm this route, positively framed directed towards existing BP's. or two short policies with schedule attached for change of use and new applications	

Item	Minute Recorded	Action by
	1 –protection of existing employment sites 2 – directs all business development to these sites and support upgrades but resists change of use 3 – any applications include speculative applications This will ensure that employment says within the BP's	
5	**Update on green space background progress** AT putting photos and maps with each GS - ongoing When this is complete an Audit will be undertaken for the green Space work.	
6	**Identification and recording of important views** Within each report important views have been recorded including position from and to marked on the plan. Also use impact of large sheds on existing views, blocking, eroding, etc.	
7	**Business Survey** Information used to put together the above policy	
8	**Retail Policy opportunities** RF to supply list of businesses to put into use classes to show what we have and what we need Check SWDP if policy already exists and link back to it if appropriate What community facilities are required, cub scouts etc.	
9	There being no further business the meeting closed **Date and time of next meeting** Tuesday 24th March at Woodgreen Evangelical Church. 19.30 hours.	

(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 (BP's) Business Parks