WARNDON PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING COMMITTEE

Minutes of meeting held Tuesday 29th January 2020 at Woodgreen Church, commencing at 19:30

Present: Andy Taylor(PC), Dawn Merriman (PC), Richard Fowler, Mick Wright, , Katie Parsons, Paul Snookes, Roger Harris, Caroline Ansell

Apologies: Andy Roberts (County Councillor), Mike O'Sullivan

Item	Minute Recorded	Action by
1	Apologies of absence noted and recorded. Declarations of interest: None	
2	Minutes of the meeting held on Tuesday 17th December 2019. Subject to minor amendments, removing the comments under para 5 the minutes were approved.	
3	**Matters outstanding** None	
4	**Update on landscape and natural England text/policies** Sub group reviewing assessments to ensure they are all aligned There are 6 parcels outstanding, these are being checked and assessed for inclusion prior to the end of March as the aim is to have the Green space paper signed off.	
5	**Update on green space background progress** AT putting photos and maps with each GS An attempt was made to log all the TPO's on the maps but the information was not available, should be available by the end of March. DM to speak to the tree officer. A letter is to be sent to all the land owners pre consultation on the GS indicating that their land will be put forward. A map will accompany the letter. 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 positon from and to marked on the plan Also use impact of large sheds on existing views, blocking, eroding, etc.	

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7	**Business Survey** Of the 125 surveys sent out 50 have been returned a 40% response rate. The returns cover a broad range of businesses so a good mix of view points. The initial findings were looked over at the meeting, these will be published later Information required by BPA Full list of businesses / parks, No of empty units, mapped if possible. This will help to place new premises if needed Footpath and cycle links inc charging points. BPA looking into other LP's to adapt a policy to suit Warndon parish and protect what we have. WPNP to provide BPA with ideas on draft policy Link environment, previous policy, parking , transport links, travel plans, landscaping to create a blended mix for the policy. Identify uses that might impact the existing users BPA to draft some ideas and present to the WPNP	
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 28th February at Woodgreen Evangelical Church. 19.30 hours. (NB. subsequently changed to St Nicholas church barn - same time.)	

(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