

**Kingsland Neighbourhood Plan (KNP) Steering Group meeting Minutes  
Monday 18 August 2014 Corners Inn 7.30pm**

<b>Present - Committee members</b>	<b>Apologies</b>
Rodney Smallwood Chairman	Chris Southgate – Vice Chairman
Patricia Potheary: Secretary	Sebastian Bowen Local councillor
Sally Deakin – communications sec	Merry Albright
Sarah Hanson – Vice Chairman	Gemma Webster – Herefordshire Council
Jackie Markham Volunteers - sec	
Rick Noordegraf	
David Thompson	
Richard Hewitt	
Robin Fletcher	

**1. Apologies for absence**

**2. Agreed previous Minutes and action completed**

**3. June community consultation response; identifying key themes and filling in the Consultation Statement**

- Rick Noordegraf has collated the data into themes ready for summarising in the Consultation Statement. The purpose of this data is to provide information to use towards deciding the KNDP policies and for contributing to the evidence base to support the policy decisions for the KNDP. This June Consultation data is purely qualitative and not fully representative and can only be used in conjunction with the more robust Parish plan data and other considerations when formulating policy. Rick was formerly thanked for his hard work.
- It was deemed necessary to submit the Parish Plan (PP) survey data with the Consultation Statement. It is not clear whether another analysis is required or whether the summary objectives from the PP can be submitted with the raw data attached as an appendix.

**ACTION:** PP to contact Gemma Webster regarding any necessity including legal requirements to redo the Parish Plan data analysis to fit the HC form.

**ACTION:** Rick to fill in the Consultation Statement with a summary of the June consultation data.

**4. Report on walk around the village**

A group of KNDP committee members looked at sites allocated as possibilities for development by Herefordshire Council. Constraints regarding each of these sites are in drop box in the Consultations file. Possible sites were looked at for village amenities such as a pre-school, which could be allocated outside any development boundary for housing. There would have to be a transparent call for sites if this is agreed. It was agreed that more walks are needed to include Shirlheath and to identify spaces that we would like to protect from development.

**ACTION:** Jackie to ask relevant others to join the Shirlheath walk.

**ACTION:** PP to put out a call for suitable dates to committee members

**5. Lottery funding**

We can apply for Lottery funding but this cannot be done piecemeal. We need a complete overview of what gaps are between now and end of plan, this to be completed when appropriate. A new financial support programme is available from April 2015. RH to follow as needed.

**6. Any other business, communications from the community**

**ACTION;** PP to circulate comments re boundary from Gemma Webster

**ACTION:** SD to request clarification re play area comments SEA report- Shirlheath missed from this document. Some questions still to be answered. Take local knowledge and what you have so far and use that in terms of . should have gained the information about what people want from the consultation.

**ACTION:** PP to send reminder to Data Orchard for invoice

**ACTION:** PP to ask Bill Bloxome to next meeting to help write policies.

**Date of the next meeting 1 September Corners Inn 7.30pm**