

**KINGSLAND NEIGHBOURHOOD PLAN STEERINGGROUP
MINUTES OF THE MEETING OF 17TH FEBRUARY 2014.**

PRESENT:

Rodney Smallwood-chairman
Richard Hewitt-finance
Jackie Markham-volunteer co-ordinator
Sally Deakin-communications
Chris Southgate-bridging co-ordinator
Patricia Pothecary-vice chairman
Bee West-secretary
Sarah Hanson
Martin Trowell
Sebastian Bowen

Elizabeth Wickes of Shirlheath

APOLOGIES:

David Thomson
Sheridan Swinson
Rick Nordegraaf

- 1.The title for the steering group is to be the KNP Group.
- 2.The terms of reference for the steering group had been circulated by Richard Hewitt. In accordance with these terms roles have been undertaken as shown in the attendance list above. From time to time the person undertaking a specific role may need assistance from others.
- 3.All group members to review neighbourhood plan documents. Documents on Herefordshire council web site can be accessed for information.
4. Need to register for Herefordshire Council's Neighbourhood plan forum for interchange of information etc.
- 5.Richard had circulated the project plan and budget documents; stage 1 of the project plan has virtually been completed. Richard, Patricia and Bee to meet on 27th February to complete the draft of the project plan and budget. These to be presented at the next meeting.

RH/PP/BW
- 6.There is a requirement for c. 14% increase of current dwellings. Kingsland has 312 dwellings within the settlement boundary therefore requiring 44 additional dwellings. Current applications amount to 45 therefore Kingsland has fulfilled the requirement under the current guidelines. Shirlheath has 50 dwellings and no current applications therefore there is a requirement for some 7 dwellings.
7. In order to fulfil the requirements at 6.above it is necessary to determine where the proposed boundaries are.

8. Cobnash, Broomy Hill and Aston- people needed to form sub-groups to include these areas.

9. All requirements to be publicised in the Newsletter, web site etc. All meetings to be open to all who wish to attend. **SD**

10. Group to develop a Vision Statement; there are guidance notes. Discuss at next meeting.

11. Consider a grant funding application. £7,000 granted but this will not fund, should it be required, a hydrologist's report. This may be necessary to determine the impact of flooding on potential development sites.

12. Martin advised that Chris Gooding now advises on Parish and Neighbourhood plans. Martin to enquire of Chris Gooding what assistance he can make available. **MT**

13. Review of outstanding questions- Richard has received 2 queries regarding land. Criteria needs to be set.

14. Need to confirm date for core strategy adoption. Sebastian to get an update and report back. **SB**

15. Meeting dates to be first Monday of the month, start at 7:30pm. Next meeting 3rd March 2014, 7:30pm at The Corners Inn.

16. Meeting dates and agendas to Sally Deakin for publicising.