

**Kingsland Neighbourhood Development Plan (KNDP)
Steering Group Minutes
Monday 18 April 2016 Angel Inn 7.00pm**

Present - Committee members	Apologies
Chris Southgate – (Vice chair) (CS)	Rodney Smallwood– Chair (RS)
Patricia Potheary: Secretary (PP)	Sarah Hanson- vice chair (SH)
Sally Deakin communications sec (SD)	Jackie Markham – Volunteers Sec
David Thompson (DT)	Richard Hewitt (RH) Finance +clerk to PC
Peter Vaughan (PV)	Sebastian Bowen (SB) local councillor
Robin Fletcher (RF)	Ed Wallington (EW)
Bill Bloxome-Data Orchard (BB)	Merry Albright (MA)
Brian Watkins (BW)	
Wendy and Glyn Shenke (Observers)	

- 1. Apologies for absence** – as above
- 2. Agree previous minutes and check actions** - complete
- 3. Review evidence collected to further demonstrate security of predicted dwelling development up to 2031**

To show that predicted housing growth in the KNDP is sound, the steering group members at the KNDP meeting on 4 April agreed to gather information regarding the presumption that enough houses would be built in Kingsland Parish within the plan period using settlement boundaries. Bill Bloxome had identified the most evident plots for possible development, although the list is not definitive. To do this it was agreed that members of the steering group would ask the owners of these plots, if the land was likely to come forward for development before 2031. A formal wording was agreed (see minutes 4 April 2016), This was neither a commitment, nor a request, nor a permission because all landowners within the settlement boundaries have the same rights and all applications must still meet certain criteria.

Bill Bloxome reported on the numbers of likely builds from this source so far which amounted to approximately 35.

A chart is being developed with 1. dwellings completed or under construction (17), 2. outstanding planning permissions (23), 3. sites available and considered achievable within the settlement boundaries of the neighbourhood plan (35) and 4. An analysis of potential rural windfalls (12). This is a potential total of 87 dwellings where a minimum of 65 is required.

It was agreed that the format of this chart to exemplify the predicted housing growth in the KNDP is to be agreed with Herefordshire Council (HC) as suitable to allow the plan to move forward. Following this it will be passed to the KNDP Steering group and subsequently the Parish Council (PC) for information and agreement before resubmission.

Action: Bill Bloxome to produce the chart

Action: Bill Bloxome to pass the chart to HC for written agreement that it is suitable for our our purposes

- 4. Any amendments for the text- who takes responsibility?**

Action: Bill Bloxome will have to make any changes the KNDP text with regard to exemplification of the numbers in the plan and to keep Herefordshire Council informed so that Strategic Planning find it in order. This will then come to the KNDP Steering Group and the PC for final approval before resubmission.

- 5. Agree further action towards resubmission for Reg 16 and/or examination**

There was a question regarding other amendments with regard to regulation 16 representations. It was explained that the Examiner, following regulation 16, looks at representations and decides what needs amending.

It was also suggested that there is no need to seek approval from the PC for simple number clarifications as nothing in the plan is being changed. Details only need to be notified to parish councillors before submission as noted in the KNDP minutes of 27 October 2015.

Any other business; Communications from the community

- Mr and Mrs Schenke had requested detailed information about the plots within the settlement boundary where owners had been asked for their development intentions. A reply had been sent stating that the information will not be released at this stage as it is a work in progress.
- Discussion ensued regarding disclosure of the detailed information about the plots within the settlement boundary being made public. Herefordshire Council has advised us that we needed to take note of data protection and personal privacy where people have plans which are not yet made public. For this reason and, as is customary practice, it has been decided to keep the information of people's names and those particular plots private at this stage, unless there is a proven need to know.
- Steering group members and members of the public can go to the KNDP section of the Kingsland website and, from the maps already available, identify for themselves plots within the settlement boundaries that may have development potential.

Action: Patricia Potheary to ask for written clarification from Herefordshire council regarding sharing of this information.

- Peter Vaughan questioned the fact that no current developments/applications have provisions for starter and first time homes. It was explained that the KNDP policies fully cover such need in accordance with all regulations and based upon housing surveys. The KNDP does not have the power to go further in this matter as the nature of applications is outside it's control.
- It was pointed out that the current venue is not fully accessible and another venue is to be sought.

Action: Patricia Potheary to enquire with the Post Office for use of the back room for meetings.

Date of the next meeting Monday 9 May 2016 7pm Post office.