

Wolston Neighbourhood Plan
Minutes of Steering Group meeting 13th February 2018

	Action
1. Apologies –Paul Simmonds, Jessica Ramsay, Tracie Ball, Jock Rainey, John Church. Tim Willis opened the meeting.	
2. Open Forum:	
a) Possible Sale of Ryton Gardens, home of Garden Organic: Caroline Payne shared information about the proposal and the opposition to it. Others present had signed the petition and taken other actions. Bob Grainger had been approached some months ago by someone asking if Wolston PC could take some action, eg making the site an asset of community value, but had to suggest the person approach Ryton on Dunsmore PC, as the site is in that parish. He has since learned the person is a trustee of Garden Organic. Rg also commented that for the site to be considered for housing under the ‘rural exception site’ rules, the housing would not be able to exceed the volume of the existing buildings on the site.	RG DS
b) Speed of traffic through the village: – after this matter was raised in the last SG, Dave Smith raised the matter at the Parish Council meeting. The PC’s camera is now repaired and available but more volunteers are needed to use it – 3 people are required each time.	JRa
	Jeff Chatwin
3. Minutes of Last: Bob Grainger is to pass to the allotments society contacts (Andrew Bearne, Roger Ingles) information about the extent of Wilcox trust holdings in the village. The minutes of the meeting held in January, were accepted as a true record and signed, proposed Dave Smith, seconded Clare Malyon	
4. Progress against project plan:	
TW asked RG to report on progress about the grant application: after queries were raised about the amount and type of work included in the application, a grant is to be paid to cover the costs of processing data from the questionnaire, and for some maps and stationery. The traffic survey will be the subject of a separate application for a ‘technical grant’, and costs of other work will be included in the next grant application.	
Work now being carried out is in the second stage of the Project Plan, and progressing well against the Plan. TW suggested that RG for the Housing working group should obtain a list of ‘committed sites’ from Rugby Borough Council, ie sites for which planning permission has been granted and work not yet completed.	
5. Reports from Working Groups:	
<ul style="list-style-type: none"> a) Finance nothing to report at this stage. b) Housing: the working group is ready to report to the Co-ordination group next week, on sites which may be allocated for housing or other purposes. c) Communications and Engagement: nothing to report, awaiting questionnaire results d) Employment and Economic Activity: work continues on obtaining quotations for a questionnaire for businesses, and on compiling a list of businesses within the village. e) Infrastructure: Dave Smith is collaborating with Clare Malyon in preparing a list of sites which may be suggested for various non-housing purposes. f) Environment: progress has been made in working with the conservation group on possible sites of community interest. <p>Bob Grainger has suggested a meeting between him, Dave Smith and Clare Malyon to study the Neighbourhood Plan for Claverdon (and Ettington) to check what we need to do for our NP.</p>	

6. Report on any matters from the last PC meeting: GW reported briefly on the joint meeting of the Co-ordination Group with Parish Councillors. TW is now giving a highlight report to the PC each month, which gives problem areas, the risks, and mitigations to deal with those risks. The main areas of concern are finance, hopefully the grant will alleviate that; and resources, ie people to help with the research and writing of the NP.

7. Any other Business

RG raised the matter of the new regulation on holding data, know as GDPR, which come into effect in May this year. The PC Clerk should be able to advise our co-ordination group on processes to enable us to comply.

8. The next

Steering Group: St Margaret's Church Rooms, Tuesday 13th March 2018 7.30pm

Co-ordination Group: Parish Office Saturday 24th March 2017 10am [*later re-arranged to avoid Village Spring Clean*].

9. The meeting closed at 8.35pm

JR Jock Rainey; TW Tim Willis; RG Bob Grainger; GW Gillian Waddilove; TB Tracie Ball; JRa Jessica Ramsay CM
Clare Malyon, DS Dave Smith

Working Group Reports for Steering Group meeting:

Environment

CM is attending the conservation working group party on Sat 10th Feb to ask for the working parties input and knowledge of the areas below that I propose to highlight under environmental policies within the NDP; as well as checking against the map attached that has been collated alongside the Infrastructure working group to check that we are aligned and understand that we are referring to the same areas when discussing.

Church Field

The Spinney

Field behind Grove Farm

The Spinney

The Grove

The Allotments

The Plantation

Infrastructure

DS/TB met with CM (Env & Econ) 09/02 to collate/ draw on the attached map to start to confirm the list for proposed site allocations. CM to tidy up and circulate the list in advance of next CG 17/02 for CG group to be in a place where the CG can discuss proposed land use options for all sites stated and then move onto completing a site allocation template for each agreed site; this can then be submitted to RBC to complete a Strategic Environmental Assessment for those requiring one.