

**Wolston Neighbourhood Plan**  
**Minutes of Co-ordination Group meeting 9<sup>th</sup> July 2019, 7pm**  
**Held at Parish Council Office**

**Present:** Tracie Ball (Finance), Bob Grainger (Housing), Clare Malyon (Built Environment & Natural Environment), Gillian Waddilove (secretary), Tim Willis (Project Manager & CG Chair) (from 7.10).

1. **Minutes of last meeting** were agreed as a correct record and signed.  
Matters arising not covered later: the plan to put a working draft of our Plan on Googledocs or similar to enable editing by all has not yet been put into operation but continues to be explored. TB  
22/07/19
  
2. **WG Updates and Headlines:**
  - (i) **Feedback from presence at Garden Walkabout 7<sup>th</sup> July 2019:**

Jock Rainey, chair of SG, visited to express his thanks and appreciation to all who contributed to our stall. A group of 6 with help from others, talked to anyone who passed and asked them to complete a questionnaire if Wolston residents. Over 200 cards were completed in around 4 hours, and TB has started entering the data gathered onto a spreadsheet. The briefing provided for volunteers was useful.

Preparations are in hand for the two consultation sessions at the Village Hall, 19<sup>th</sup> July 6pm – 8.30pm and 20<sup>th</sup> July 9am – 11.30am

**Equipment:** Maps will be available as before, using tables and the one easel we own to display. Banners will be outside, plenty of cards will be numbered and waiting for completion. Lesley Blay is arranging refreshments and serving. Volunteers are able to cover both sessions, mostly those who were on the stall at the Garden Walkabout, with a few additions. TB will add to a FB post about the consultations, reference to arrangements for completing cards for visually impaired people. TB has arranged to display our banner outside the Leisure Centre from 14<sup>th</sup> to 16<sup>th</sup> July.
  - (ii) **Website:** the new website is available to public view now. RG has several points needing amendment, including that he believes the site not to be compliant with the Disability Discrimination Act priority 2. RG and others will forward comments to GW asap, for her to communicate to Shemeam, the web designer. TB & GW will review the video tutorial and start to update photos and documents. The resources page on the village website can remain and be linked to from the new site. RG / all CG  
12/7/19  
GW 13/7/19
  - (iii) **Analysis of consultation data:** we need to have analysed completed cards before the PC meeting on 1<sup>st</sup> August. TB will be able to enter more of the data at the Village Hall consultations, provided the rush of visitors is not too high, and GW will help on Monday 22<sup>nd</sup> July so that a rough analysis is available for the SG meeting on 23<sup>rd</sup> July. TW will review the analysis and write it up for the PC. TB/GW  
22/7/19  
TW 23/7/19
  - (iv) **Further Local Green Space** designations may be sought; RG and CM suggest up to 4 more will need assessment. TB will check on what is already included in the APS quote, and ask Neil Pearce to quote for any additional work. TB 15/7/19

3. **Finance:** TB will complete the grant application when the additional information is available from NP. TB 19/7/19  
 She noted that we will need to use the grant available from the PC for any printing needs during the year, and any additional expenses, as the grant will be a technical one, only for use in making necessary assessments etc.
4. **Matters from the PC meeting:**  
 (i) TB asked CG members whether the NDP team needs to relate to the Strategic Needs Assessment being carried out at County Council level. TW & RG thought not.  
 (ii) the PC were given further information on the matter of the sewer collapse at the brook just before it enters the river. A question for the NDP team is, since Severn Trent say they are 'reactive, not proactive', should the Plan include some aspirations re sewer provision for the village? RG /CM 19/7/19
5. **Steering Group Agenda:** GW 16/07/19  
 Open forum;  
 Regular business;  
 Report on consultations, with what analysis is available;  
 There will probably be feedback on the consultation by Rosconn, the property development company retained by Godfrey Paton for the Wilcox Trust to promote development on the allotments site.  
 Probably no progress against the Project Plan to report, other than completion of consultation.  
 AOB
6. AOB: RG reported that Parish Cllr Arthur Parker had attended a site meeting with Smiths Concrete. The company are running ahead of schedule and will probably finish extraction in between 2 and 3.5 years. This may mean that a Call for Sites in 5 years' time could bring up a submission in relation to a field at present excluded because of proximity of gravel extraction. We agree that this will be a matter for the PC review of the Plan when made.

There being no further business, the meeting closed at 8.00pm.

**Dates of next meetings:**

SG: Tuesday, 23rd July 7.00pm in the St Margaret's Church Rooms  
 and 27<sup>th</sup> August 2019 7.00pm in the St Margaret's Church Rooms  
 Next PC is on Thursday 1<sup>st</sup> August.  
 Next CG: 13<sup>th</sup> August 7pm in the Parish Office.

GW collect keys

RG arrange Access & keys