

**Wolston Neighbourhood Plan  
Minutes of Steering Group meeting  
St Margaret's Church Rooms 7pm 25th February 2020**

NUM		Action
<b>Open Forum</b>	<p>1. Debbie Pritchard was contacted by a resident to ask if the NDP can do anything about speeding through the village. DP will pass the details to the PC Clerk, to include her in the speed awareness team. Discussion also included mention of signs which have been posted around the village asking for a voluntary 20mph speed limit through the village. DP will consider whether aspirations about speed of traffic through the village will go into the draft Plan.</p> <p>2. GT said he had heard that the Planning applications concerning the allotments will not be considered until April. LW added that the planning officer concerned has asked for deferment to allow her time to collate the information which has been submitted.</p> <p>3. TB spoke about a training session she attended on planning matters. This included ways to obtain a local listing of heritage sites. TB will raise under AOB whether we should apply for such a listing on the allotments.</p> <p>4. LW asked for a definition of 'affordable housing'. KF looked up a definition online, which gave one for open market housing. There was some discussion. CM will ask NP of APS for information on this matter.</p>	<p>DP 9/3/2020</p> <p>CM 9/3/2020</p>
<b>19.73</b>	<p><b>Apologies</b> were received from Wendy Gilsenan (SG), Caroline Payne, Kevin Payne, Cllr Bob Grainger, Cllr Sonya Cross (SG), Tim Willis (SG), Lesley Blay (SG), Jock Rainey (SG) (chair).</p> <p><b>Present:</b> Cllr Tracie Ball, Keith Francis, Roger Ingles (SG), Paul Jennings, Clare Malyon (SG) (Vice Chair), Debbie Pritchard (SG), Graham Tyler (SG), Gillian Waddilove, Cllr Laurie Wright (SG).</p> <p>Clare Malyon, vice-chair, took the chair.</p>	
<b>19.74</b>	<b>Declarations of interest in items on the agenda</b> – none were made.	
<b>19.75</b>	<p><b>Minutes of the last meeting</b> of the Steering Group held 28<sup>th</sup> January 2020 were circulated: <b>LW moved approval, seconded by GT, agreed unanimously that this was a true record, and the minutes were signed.</b></p> <p>Re minute 19.70 of the meeting held on 28<sup>th</sup> January 2020, a draft letter of comment from the project manager was read to the meeting. <b>LW proposed and GT seconded that the draft should be sent, and a copy sent to the PC. All SG members present voted in favour.</b></p>	<p>GW 28/2/2020</p>
<b>19.76</b>	<b>Correspondence Received:</b> a list was tabled and is appended.	
<b>19.77</b>	<p><b>Finance:</b></p> <p>Cllr Tracie Ball asked that as the year end is approaching, all invoices be submitted promptly.</p> <p><b>Cllr TB proposed that the SG contribute £100 to the Avon Grapevine to help with costs relating to our 1-page feature in each issue. All SG members present agreed this proposal.</b></p>	<p>All wg leads</p> <p>TB 15/3/2020</p>

19.78	<p><b>Progress against Project Plan:</b>  CM reported in the PM's absence, that the whole Draft Plan has been submitted to NP of APS to complete the Housing policies, and to complete the draft plan, bringing all sections into the same framework. CM has asked for a quotation for this work, including a time frame. There is substantial allocated budget already for this phase.  <b>To ensure timely completion CM proposed and DP seconded that any remaining unallocated budget provision be used for this work.</b> All SG members present voted in favour of this proposal. The secretary will circulate a print or electronic copy of the Plan current draft, with these minutes. (TB reminded GW that the PC office could print some copies.)</p>	GW 3/3/2020
19.79	<p><b>Any Other Business: Cllr TB proposed that the SG seek a local listing through Historic England for the whole of the allotments site on Warwick Road / Stretton Road.</b> PJ asked if a listing would preclude improvements such as installing toilets or drainage, or changing layout of plots. TB will seek clarification on this, and will consult NP of APS. The proposal was seconded by DP and agreed by all SG members present, subject to confirmation on the queries about changes.</p>	TB 17/3/2020
<p>There being no further business, the meeting closed at 19.43pm.  Next meetings: <b>Steering Group:</b> St Margaret's Church Rooms, Tuesday 24<sup>th</sup> March 2020 7.00pm  <b>Co-ordination Group:</b> 10<sup>th</sup> March 2020, PC office, 7pm</p>		

Correspondence received since previous SG meeting:

Date	Details	Via:
12/2/2020	From PC clerk, response to letter from TW re S106 papers	emails
various	From PC clerk, planning applications for review	email