

## Minutes WBNP SG32

**Date: Monday 18<sup>th</sup> January 2021, 7.00pm**

**Venue: Videoconference meeting via Zoom**

**Present: Carol Cade (Chairman), Martin Thomas, Alex Swift, Sally Kaill and John Pritchard**

1. **Apologies for absence:** None
2. **Minutes of the last meetings:** The Minutes of the meetings held on Monday, 14<sup>th</sup> December 2020 and Tuesday, 12<sup>th</sup> January 2021 were **AGREED** as correct records.
3. **Matters arising from minutes:** Deferred.
4. **Review Policy Mapping Document from Hannah Barter:** CC has added the comments of the UVE consultant Hannah Barter and those of JP, and will add those of MT. SK will add her own comments. It was noted that CC had been advised by Hannah that it was sufficient to have evidence to support each (currently there are four) of the Policy Themes. It was **AGREED** that there should be a SG meeting to discuss Hannah's document further this will be held on Monday, 25<sup>th</sup> January 2021; SG members should investigate whether there is evidence relating to their areas of responsibilities. It was noted that Hannah had advised CC that the AECOM Design Code Report had evidence on 'Views'. Subsequently a meeting should be arranged with HPBC before the end of February.
5. **Approve AECOM Design Code document:** It was **AGREED** that the SG would advise Lucy that it authorised her to send the document to Locality for their Final Review. MT reported that AECOM would not provide printed copies of their 81-page Report. (NB On the day after the SG meeting, Lucy Sykes reported that she would forward her Final Report to us over the WeTransfer file sharing service).
6. **Consultation Strategy: E newsletter results: December 2020 Newsletter:** CC reported as follows:

Title: December 2020 newsletter  
Line: Neighbourhood Plan Update  
Delivery Date/Time: Tuesday, December 22nd, 2020 8:45 am

Overall Stats  
Total Recipients: 612  
Successful Deliveries: 605  
Bounces: 7 (1.1%)  
Recipients Who Opened: 367 (60.7%)  
Total Opens: 654.

**Agree consultation methods for CQ results:** It was felt that it was urgent to progress this. Methods of communicating the CQ results were discussed, including:

- Using our website [Neighbourhoodplan | Wwww.Vision4Whaley.org.uk | High Peak](#)
- Email
- Social media
- The Review (SK will investigate)
- Use Town Council boards (if Town Clerk agrees)
- Some printed copies (eg at Tesco's).

7. **Timeline and Project Management:** CC reported that Hannah had advised that the Steering Group should arrange a meeting with High Peak Borough Council and her (Hannah) to discuss the matter of 'screenings' of the Strategic Environmental Assessment (SEA) and the Habitat Regulation Assessment (HRA); see **Appendix 1**.
8. **Funding:** MT reported the following headline figures See **Appendix 2**. No requests for funding were noted.
9. **Town Council feedback:** Nothing to report.
10. **AOB:** None.

The meeting closed at 8.05pm.

**Next Meeting (via Zoom):**

**Monday, 25th January 2021 at 7pm (to look at the Draft Policies of the WBNP)**

#### **APPENDIX 1: Strategic Environmental Assessment (SEA) and the Habitat Regulation Assessment (HRA)**

See, for example:

- [alvechurch-parish-neighbourhood-plan-sea-and-hra-screening\\_final-version.pdf](#) ([bromsgrove.gov.uk](#)) and
- [Stonnall neighbourhood plan SEA & HRA screening report \(lichfielddc.gov.uk\)](#).

#### **APPENDIX 2: Neighbourhood Plan Expenditure Budget and Expenditure 2020-2021**

<b>Budget</b>	<b>£8,532.00</b>
Locality	£7,795.35

WBTC £ 736.65

**Incurred £6,214.25**

Locality £5,570.00

WBTC £ 644.25

**Uncommitted £2,317.75**