

**MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING
STEERING GROUP OF KINVER PARISH COUNCIL HELD ON WEDNESDAY
11TH NOVEMBER 2020 AT 6.00PM VIA ZOOM SOFTWARE**

Present: Councillors Mrs C Allen, S Anderson, Mrs E Lord, G Sisley, M Smith, E Simmons and Louise Kirkup (Consultant), Ed Fox (S Staffs) and Kelly Harris (S Staffs).

Also in attendance Miss J S Cree and Mrs M Fullwood

1. To receive apologies of absence.

All members were present.

2. To receive the minutes from the meeting held on the 28th October 2020

The minutes of the of the meeting of the Neighborhood Plan Steering Group held on the 28th October 2020, having been circulated previously, were approved as a true record of the proceedings.

3. To discuss what documents and help the District Council can provide, and how we work with them to develop our Neighbourhood Plan.

It was noted that the Officers stated that there are some 200+ documents on the District Council's website, the Officers will provide links to help find the relevant documents.

Mrs Louise Kirkup has obtained extracts of some documents, but noted that there are many documents that need to be updated. Due to constraints within the District Council some of the documents are awaiting to be updated.

The officers are happy to provide information that they are able to and also prepare a more detailed map. They ask that in requests we are specific in what is required and allow adequate time for the documents to be prepared.

The HER database is held by the County Council and they would have to be contacted for access, for Planning Consultants this incurs a charge but Parish Council access may be different.

If the Parish wish to undertake a Housing Needs survey the District and Housing Association will work together to prepare the survey.

Members briefly discussed the SHLAA process and the rural exception sites. The housing allocation for the future for Kinver is 2 small sites of 1 hectare each, which would accommodate 18-20 houses per site depending on size of the dwellings.

The District Council have declared a climate change emergency and tried to impose restrictions on builders to obtain a zero carbon district, however the Government overruled the restrictions as they did not want additional costs placed on developers.

A design plan for the area can be included in the plan, however a specific consultant would need to be engaged and a National Design Code is about to be introduced in the White Paper which will have an impact on this.

The District Council will offer SEA Screening Assessment to determine if we need a formal Environmental Assessment for the Plan, but this needs to take place after the Issues and Options consultation has taken place.

4. Date of next meeting

Wednesday 18th November (following F & GP Meeting)

Meeting closed at 7.00pm