

**MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING
STEERING GROUP OF KINVER PARISH COUNCIL HELD ON TUESDAY 12TH
JANUARY 2021 AT 7.00PM VIA ZOOM SOFTWARE**

Present: Councillors Mrs C Allen, S Anderson, E Lord, G Sisley, E Simons, P Wooddisse , Miss V Webb, M Smith and Mrs A Becke and Mrs Carol Fisher

Also in attendance Mrs L Kirkwell, Miss J S Cree and Mrs M Fullwood

1. To receive apologies of absence.

There were no apologise of absence all members were present.

2. To receive the minutes from the meeting held on the 9th December 2020

The minutes of the of the meeting of the Neighborhood Plan Steering Group held on the 9th December 2020, having been circulated previously, were ap

3. Site Allocations: To decide whether we go ahead, and if so, determine first actions.

Members discussed the Site Allocations and whether to include it into the N Plan. Members agreed that if time scales are comparable for the N plan to be published topic should be included

It was agreed that the Clerk contact the District Council to ask for their timetable for consultation and report back this information, if the 2 do not coincide with dates, then to look at setting up a working party as part of the Planning Committee to make recommendations of sites and be more inclusive with the SAD process.

Action: Clerk to Contact SSDC

4. Design Code. To decide whether we go ahead, and if so, determine first action

It was agreed a design code would be required and this would not be an additional cost to the Plan, the Clerk with Mrs E Lord and Mrs C Allen to complete an additional application form to Locality and they will allocate AECOM to help with the design code.

Action: Clerk, Mrs C Allen and Mrs E Lord to apply for technical support in Design Code preparation

5. Housing Needs Survey: To decide whether we go ahead, and if so, determine first actions.

It was agreed that a Housing needs survey is imperative for the N Plan, and for the Council to be effective on making representations of what we would like to see in developments within the Parish.

Action: Clerk to contact the Housing Association and SSDC to see what help is available.

6. Updates on progress and agree next actions.

- a. Issues and Objectives document/ questionnaire

It was agreed that members look at other Parish Issues and objectives, and forward questions to Councillors E Lord and S Anderson, to collate a questionnaire and Councillor M Smith kindly agreed to help put the questionnaire together. The questionnaire will have a summary document to explain what a plan is, and then be followed by the questions. This will also be on the website for completion.

Mrs Kirkwell reminded members that questions should have a purpose and not be misleading in making those completing it, think the plan can do something which it cannot. Also comment boxes are useful.

Action: Councillors E Lord, S Anderson and M Smith (and all members) to look at questions.

- b. Website

Website is up and running, the Clerk has put a link from the Parish website to the N Plan site on the main home page. Andy Calloway (or Cllr E Simons) has agreed to publicise the site on Kinver online.

7. Other items for discussion

Councillor Miss V Webb reported that there is a county boundary review in 2023, Kinver is unlikely to be affected.

8. Date of next meeting

TBC

Meeting closed at 8.00pm