

**MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING
STEERING GROUP OF KINVER PARISH COUNCIL HELD ON MONDAY 22nd
MARCH 2021 AT 7.00PM VIA ZOOM SOFTWARE**

Present: Councillors Mrs C Allen, S Anderson, Ms E Lord, G Sisley, P Wooddisse , M Smith, E Simons, Miss V Webb, District Councillor Mrs L Hingley , Mrs Anne Becke and Miss F Holloway.

Also in attendance Miss J S Cree and Mrs M Fullwood

1. To receive apologies of absence.

Mrs Dew sent her apologies.

2. To receive the minutes from the meeting held on the 8th March 2021

The minutes of the meeting of the Neighbourhood Plan Steering Group held on the 8th March 2021, having been circulated previously, were approved as a true record of the proceedings.

3. To discuss progress with the Issue and Options document, and how best to keep up momentum. Identify any problems and consider how to overcome.

Members gave their updates on the sections that they are working on.

It was agreed that members review the Issues and Options document, make comments by the 31st March to Councillor Mrs E Lord.

Action: All members.

4. To consider the timetabling of the surveys/ questionnaires currently under consideration, ie.

Housing Needs Survey (Not yet written. If it is done by mid-May, AECOM will be able to incorporate the results in their Housing Needs Assessment document.)

The Clerk to circulate the draft document prepared for Bilbrook to members for comments back as soon as possible and to contact Leslie Birch from South Staffordshire Housing Association to get a timescale for the survey and to ask if the 6 weeks consultation can be shortened. She will also contact AECOM to let them know the expected date to see if this fits in with their time scales for the Housing Needs Assessment.

Action: The Clerk and Councillor Lord to progress this.

Issues and Options Questionnaire : (This requires completion of the I&O document)

As agreed above all members to review the document and submit comments by the 31st March 2021. The Business Needs Survey will be issued as part of the main question, with those entering their responses can skip this section, and complete the other questions.

Gathering opinion of Kinver residents on Local Plan site allocations. (If we consult Kinver residents after publication of the Preferred Options, so that we know what the options are, this gives us only 6 weeks, so we would need to have the survey ready to go in advance.

This to be discussed at the next meeting, if dates have been released for consultation.

5. Any Other Business

District Councillor Mrs L Hingley will contact Annette Roberts to see if the notes submitted for the meeting have been agreed.

6. Date of next meeting

Nplan meeting 6th April 2021

Meeting closed at 8.30pm