

**MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING
STEERING GROUP OF KINVER PARISH COUNCIL HELD ON TUESDAY 4TH
MAY 2021 AT 7.00PM VIA ZOOM SOFTWARE**

Present: Councillors Mrs C Allen, Mrs E Lord, P Wooddisse , E Simons, Miss V Webb, Mrs Anne Becke

Also in attendance Miss J S Cree

1. To receive apologies of absence.

Councillors G Sisley, District Councillor Mrs L Hingley, Mrs M Fullwood, Mrs Dew and Miss F Holloway sent their apologies.

It was noted that Councillor M Smith had resigned from the Group, Members wanted to send their thanks to both Councillors M Smith and S Anderson for their massive contribution to the Group.

2. To receive the minutes from the meeting held on the 19th April 2021

The minutes of the meeting of the Neighborhood Plan Steering Group held on the 6th April 2021, having been circulated previously, were approved as a true record of the proceedings.

3. To discuss the final issues and options questionnaire for completion by this meeting.

The final draft is virtually ready and members raised a couple of areas to be clarified:-

- Number of new dwellings through the SAD process, it was agreed not to have a number in the document and word it so it shows parcels of land. Wording to be checked by the Consultant.
- On Page 4 a couple of tweaks re the word Kinver should be Parish of

Members thanked Councillors Mrs E Lord, G Sisley and P Wooddisse for their hard work in getting the document to this stage.

Action: Issues and Options wording change re SAD to be checked by Consultant.

4. To receive an update on the finalise the distribution process for the questionnaire

The questionnaire is ready to be submitted, the final dates need to be added and links to the online survey and Issues and Options Document.

Action: Clerk to submit the final questionnaire with the links etc added.

5. To receive an update on cooperation with Codsall NDP

There is little process to report since the last meeting.

Action: Councillor Mrs E Lord to follow up.

6. Updates on the Housing Needs Survey / Assessment

The Clerk reported that she had spoken to Lesley Birch from the Housing Association, and she was happy to undertake the survey when we are ready. She just requested that when we are getting near to wanting the survey done to contact her.

7. To receive any updates on the timeline for the project and allocate members to undertake tasks for public information sessions via zoom, phone and KSCA.

The revised timeline is attached as appendix 1 to these minutes.

8. To receive an update on the next grant phase application

The Clerk has spoken to Locality to discuss the next application, and they are waiting for our submission. The figures just need to be approved by the Councillors Mrs E Lord and Mrs C Allen and it can be submitted.

Action: Clerk to submit grant application.

9. Any Other Business

Councillor P Wooddisse reported that he had spoken to Councillor Matt Ewatt, he is happy to set up a meeting with David Heywood, to discuss the issues we have been going through with the support expected through this Neighbourhood Plan Process.

Action: Councillor P Wooddisse to set up a meeting as soon as practicable following the elections.

10. Date of next meeting Monday 17th May 2021

Meeting closed 8.00pm

Email publicity to Kinver organisations		1 st June
Zoom engagement session 7 – 8.30pm		15 th June
Window display in Parish Office		ASAP