

## Minutes of Inception Meeting on Orcop NDP Steering Group Meeting 30/08/2017

**Present:** Cllrs Ben Thomas, Cllr Bob Davies, Cllr Ian Garlick Cllr Richard Watkins, Cllr Jane Rigler.

Parish Clerk Kath Greenow, Louise Kirkup – Kirkwells Planning Consultants

15 members of the public

Chairman Cllr Ben Thomas Chaired the meeting.

### 1.Introductions

Louise outline the process of an NDP and time scale for NDP 's process which can take between 1-2 years. Kirkwells have been involved with many Parish council NDP's in Herefordshire over the last 2/3 years

Kirkwells provide professional planning and technical support with NDP 's and Orcop Parish Council have engaged their services for Orcop NDP thought out the NDP process.

Approval of the various stages of the ndp process, documentation, all consultations, and all responses to consultations, information relating to the NDP will need Parish Council approval. The Parish Council Clerk will be the main point of contact for all matters relating to the NDP as agreed by the Parish Council and recommended by Louise Planning Consultant – Kirkwells .

2.Election of Chairman - Mike Harrison

3.Election of vice chairman Ben Thomas

4.Terms of reference as set out by Orcop Parish council

Terms of reference for the ndp working group were circulated to those present at the meeting. Clerk is the secretary and finance co ordinator

5.Update current position and progress so far

The current housing allocation for Orcop is as defined by HFDC

Discussion took place about the needs of Orcop and the group would look at other neighbourhood plans that had been adopted, which were similar to the parish of Orcop. Eaton Bishop NDP was one to look at.

6. Scope of proposed NDP/ Key options and Objectives (Group Discussion)

Discussion took place around the following:

What we want the plan to address?

What we want to include ?

Maintain footpaths, Identifying common land, Green Space ,

What should it be about?

Primary concerns about planning

Development

Design, Materials

Character of the village

Brownfield sites

Barn Conversions

Deliverability of any sites

7. Next Steps

Leaflet to go out about NDP and date of next working group meeting along with a date (14<sup>th</sup> October) for parishioners to give views on the NDP) The leaflet will be distributed by Cllrs and volunteers

Map of the parish required and printing of a leaflet

List of properties in the parish required.

Information to go into the parish magazine (deadline of magazine 12 Sept)

Clerk to submit information to the parish magazine editor for inclusion in the magazine

Parish Council to approve maps, and the leaflet, which will be put together by the Clerk along with acquiring a list of properties.

Clerk advised that the PC have submitted a Grant application for NDP and the Clerk waiting for confirmation of grant awarded

8. Timetable

Louise to compile and send to the Parish Clerk to distribute to those in attendance at the meeting

Those wanting to be involved in the working group were asked to give the clerk their contact email address

9. Questions from public

None

10 Date of next meeting.

.25/10/2017