

Broseley Neighbourhood Plan

Notes of Advisory Group Meeting 4th April 2018

Present : Phil Revell (Chairman); Councillors Harris, Maltby and West; Sharon Clayton and Alison Dobson

1. Apologies received from Councillors Burton and Goodall, and Kerry Rogers
2. The notes of the last meeting were accepted.
3. Matters arising:
Alison Dobson was formally co-opted and welcomed to the Advisory Group.
4. Neighbourhood Plan Area:
Phil Revell reported on the Barrow Parish Council meeting on 15th March, at which he explained the reasons for the previous recommendation to include parts of Barrow parish in a Neighbourhood Plan for Broseley and Benthall. After a public discussion, Barrow Parish Council voted to withdraw from this initiative. A revised draft Neighbourhood Plan Area submission was agreed with amendment. Ian West will ensure that this is submitted to the next Town Council meeting for approval.
5. Steering Group Terms of Reference:
A revised Terms of Reference document, removing the previous references to Barrow/Benthall was agreed with amendment. Ian West will ensure that this is submitted to the next Town Council meeting for approval.
6. Advisory Group Membership:
Additions to the group's membership will be considered once additional members of the public have been recruited to the task groups.
7. Feedback from previous public meetings:
Ian circulated a copy of the comments collected from the Post-it notes at the January meeting, grouped by subject area. He will update this to include email comments received subsequently, and re-format it so it can become part of the project's evidence base, as well as informing the work of the task groups.
8. Formation of task groups:
It was agreed that the following initial task groups would be set up:
 - housing
 - employment and economic development
 - highways and transport
 - heritage and conservation
 - health, well-being and recreation
 - environment and amenities

It was recognised that there would be significant overlap in the issues considered by these groups, and that consideration should be given to holding an event later in the process at which these overlaps were specifically explored. The next meeting of this group will consider which members of the Advisory Group will sit on each of these task groups, and which of those members of the public who had already expressed interest should be invited to join them. Further representatives from the public will be recruited via the public meetings to be held over the summer.

9. Public consultation:

Phil will circulate a draft questionnaire prior to the next meeting, with questions broken down into the above categories. It is intended that this will be ready for circulation as soon as Shropshire Council have indicated their approval of the formal Neighbourhood Plan Area submission, assumed to be early June. Simon Harris will speak with Eddie West to see if this can be expedited.

It was agreed that there would be one questionnaire per household but that it should be constructed to enable it to capture views from all members of the household. They will be delivered and collected by hand, with the additional option of them being returned to drop-off points in the town and completion on line.

It is proposed that a public meeting will be held one evening around mid-July in a large central venue, after some initial analysis of the questionnaire responses has been carried out. The purpose of this meeting will be to feed back some of the initial findings from the questionnaire and to seek views on specific questions which these have generated. It is envisaged that the event will have a separate 'stations' for each of the subject areas at which information can be exchanged.

Consideration will be given to holding at least one smaller lunch-time event, following on directly from an existing gathering such as the Thursday coffee morning. Further subject-specific public meetings are expected to take place after the summer.

10. Other communications:

A web page for the Plan has now been created on the Broseley Town Council web site. Phil and Ian will be responsible for feeding information and documents to this. Alison and Phil are administering the Facebook group, which will be primarily for the dissemination of information rather than seeking feedback.

11. Funding:

Details of the new grant scheme were published this week. Ian and Phil will meet soon to work on a revised grant application.

12. Next meeting:

Wednesday 9th May, 7pm in the Library

Ian West
05/04/2018