

Broseley Neighbourhood Plan

Notes of Steering Group Meeting 5th March 2018

Present : Phil Revell (Chairman); Councillors Goodall, Harris, Maltby and West;

1. Apologies received from Mick Burton, Nick Downes, Kerry Rogers, Sharon Clayton.
2. The notes of the last meeting were accepted.
3. Matters arising: none
4. Co-options:

It was agreed to defer the official co-option of Alison Dobson until she was in attendance. It was agreed in principle that it would be desirable to co-opt a member of the public from Benthall if a suitable person could be found.
5. Feedback from LJC meeting:

Phil circulated a paper note of the meeting from Alison and will send this electronically.. There was a good turn-out, particularly of Benthall residents, some of whom were still questioning the need to include their area in the Plan; more work needs to be done to communicate the benefits of the proposed Plan to this area.
6. Steering Group Terms of Reference:

Broseley's Town Clerk has obtained legal advice from NALC, which does not address fully our specific questions. Discussions have been held with the Clerks of the neighbouring towns which have adopted Neighbourhood Plans, and also with Eddie West of Shropshire Council. Taking all this into account, the group unanimously agreed that the most appropriate way forward for Broseley was to clarify that this was an 'advisory group' to Broseley Town Council, on which Councillors and members of the public all have voting rights. Key decisions, notably whether and when to submit the draft Plan to Shropshire Council for examination, will be taken by Broseley Town and Barrow Parish Councils. All funds to be used in the development of the Plan will be held by BTC and subject to the Town Council's established financial controls. It is proposed that BTC be asked to approve the delegation of ring-fenced money to the advisory group and that decisions on the expenditure of this money can only be taken with the approval of at least three members of BTC present at the meeting where the expenditure is discussed. Phil will update the Terms of Reference and submit them to the Clerk so they can be considered at the next BTC meeting. Simon Harris will ensure that the relevant resolutions are included in the Council meeting's agenda. Simon reported that former SC officer (Paul?) Mortimer had been recruited to assist Eddie West in supporting groups developing Neighbourhood Plans and it was agreed that we should invite him to meet us as soon as possible.
7. Communications:

It was agreed that the primary method of official communication for the group will be the BTC website, with simultaneous posting on the Barrow Parish website when possible. The Neighbourhood Plan Facebook page will be managed by Alison Dobson and the Chair and will act as a second tier communication system with the aim of reaching a wider audience.

8. Project timetable:

Ian West will produce the formal application to designate the Plan area, based on the Market Drayton model, and pass this to the Town Clerk for approval at the next BTC meeting.

The draft project plan was discussed and revisions agreed. Phil will circulate a revised version. A more detailed plan will be required for grant application purposes in due course.

A meeting with SC's Housing Needs Analysis specialist is proposed for late March. It would be helpful if several members of this group attended this.

9. Evidence gathering questionnaire:

Phil intended to produce a draft consultation questionnaire for discussion at our next meeting. In preparation for this, all members of the Group are asked to review the questionnaire used for the previous Town Plan consultation and suggest additions or deletions. Members are also asked to consider the list of protected green spaces and suggest any revisions.

Consideration needs to be given to the method of distribution and collection of responses; an on-line return will be an option but we may need to consider measures to prevent people making multiple responses.

We need to start planning dates and venues for public meetings, covering different parts of the Plan area and offering different times of day. Ann Maltby agreed to investigate options.

Publication of details of the new grant scheme, which runs from 1st April, is not expected until the end of April so we will not be able to submit a grant application until at least May. This initial public consultation will therefore have to be paid for from BTC funds.

Phil will circulate his digested output from the Victoria Hall meeting and bring the post-it notes to the next meeting so the group can review the feedback.

10. Next meeting Wednesday 4th April, 7pm in the Library (unless notified otherwise).

Ian West
06/03/2018