

**Newent Neighbourhood Development Plan Steering Group**  
**7pm March 20th 2024**  
**Newent Town Council Offices**

**Minutes**

Action

**Present:** Cllrs Gill Moseley (Chair)(Minutes) (GM), Julia Gooch (JG), David Sass (DS), Linda Morris (LM); Chris Moore (CM), Lynn Ashton (LA), Emma Salisbury (ES) Heather Roberts (HR), Jeff (JeS)and Judith Steers (JS). (JG and LM left following the items for decision)

1. **Apologies** – Helen Selwood, Cllrs Alan Hedley (AH), Kay Selwyn, Julie Escritt, Sara Hulbert, Josh Robertson, Sam Letchford.
2. **Declarations of Interest** – there were none.
3. **Minutes:** The minutes of the meeting held on March 21<sup>st</sup> were approved. Proposer: GM, Seconder LA.
4. **Matters Arising** - After emailing two members who had not attended meetings or sent apologies since October, the members concerned had contacted the Chair with the wish to attend the meeting and present an item. This was too late to be included on the agenda but they were given the choice of raising it under Matters Arising or AOB. They chose AOB.
5. **Update on the position of Secretary** - Following enquires, it was established that the person suggested at the previous meeting did not wish to take up the position of minutes secretary.
6. **Finance Report**
  - a) Payments to be approved: the sum of £277.42 was approved to be paid to Lee Searles (Andrea Pellegram Ltd) for planning consultancy work. Proposer JG, seconder JeS.
  - b) Balances: Locality Grant - £3,166,69; No change in the NTC budget/payments.
7. **Progress Report** – AECOM planners. Two virtual meetings had been held with Ben Castell (March 1<sup>st</sup>)and Olivia Carr (March 19th). GM and AH attended the first and AH, LA and GM the second. These were both scoping/inception meetings in preparation for the Design Code and Master plan Technical support, and Housing Needs Assessment respectively. A comprehensive site visit, preceded by a briefing meeting at NTC offices is arranged for Friday March 22<sup>nd</sup> with Rose Bateman and Lavenya Parthasarathy from the AECOM planning team.
8. **Surveys:**
  - a) Business Survey – GM had completed the amendments to the Google Form survey. However, printed out, it reached eight pages which was considered too lengthy to be user-friendly. GM is half way through re-formatting the survey on DTP software to reduce to six pages. Completion expected within a week.
  - b) There were no further updates in the Leisure and Canal Survey.
9. **Stakeholder interviews** – GM and AH to liaise on starting this engagement asap. CM to inform GM which large businesses are considered for the Business Survey which covers some of the same ground, to avoid duplication.
10. **AOB** – JeS and JS had produced a paper in hard copy which was distributed at the meeting. The paper conveyed a level of dissatisfaction and concern regarding the

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retention of NDP SG members. A discussion ensued covering a number of issues outlined in the paper. The Chair apologised for any discomfort the members concerned may have felt and undertook to pass on the paper to the NTC Mayor for further consideration. When asked whether they wished to continue as members of the SG, both declined.

11. **Date of next meeting** -April 17<sup>th</sup> at 7pm at NTC offices.

The meeting concluded at 8.15pm.

DRAFT