

Newent Neighbourhood Development Plan Steering Group
7pm December 6th 2023
Newent Town Council Offices

Minutes

Action

Present: Helen Selwood (Interim Chair) (HS), Cllr Gill Moseley (Interim Secretary) (GM), Chris Moore (CM); Lynn Ashton (LA); Cllr Alan Hedley (AH), Cllr Sara Hulbert (SH). Lee Searles (Planning Consultant)

1. **Apologies** – Emma Salisbury Heather Roberts, Jeff and Judith Steers, Cllr Juli Escritt, Cllr Kay Selwyn; Barbara Pond (GRCC)
2. **To note the resignation of Clare Stone** - this was noted.
3. **Declarations of Interest** – there were none.
4. **Minutes:** Meetings of 15th November and Extraordinary Meeting (Zoom) of 21st November. As the meeting was not quorate due to the presence of only three cllrs (four are needed for quoracy), it was agreed to circulate by email a request for approval by general consensus of absent members who were present at the relevant meetings in order to maintain the regular flow of approved minutes to the Town Council. Members present raised no issues of accuracy and were in favour of approval. GM
5. **Matters Arising** - none.
6. **Co-option** - Debs Richardson has been contacted and is no longer available.
7. **Surveys** – a) Business Survey –Working Group met on 21/11 Regarding the additional question to be added, it was decided to create an introductory paragraph about professional advice and support for new and existing businesses followed by two questions and a box for freestyle comment. CM to produce a draft on Google Forms based on the existing survey. CM
b) Leisure & Canal Survey - HS has contacted Clare Stone about supplying the draft but is still waiting for a response. Will follow-up. HS
8. **Locality Grants** - LS gave an introduction to the range of grants available from Locality. In addition to the Standard Grant, and the Additional Grant which Newent NDP should be able to access as our plan is more complex, via AECOM, a free Housing Needs Assessment, Design Code and Master Plan should be available. LS offered to forward examples of master plans. LS
9. **NDP Content – a)Core Themes.** LS talked through the topics covered in his paper, provided beforehand. Points to note: the opportunity to draw together info about what is at capacity and what is needed; a lot of information is available as desk-top research; differing business needs; the appearance of the town.
b) Vision and Objectives - LS suggested that it would be more sensible for him to lead on this area. Comments gathered will shape the Vision. Objectives develop out of the evidence.

10. NDP Programme and Timetable – possible start in January with Master Plan (4-6 months), The Design Code should not be a lengthy process. Outline for NDP to be put in place and filled in when MP and DC are finished.

11. Skills Audit – deferred.

12. Stakeholder list – to be prepared for next meeting? Draft list of questions for consistent coverage of topics?.

13. NTC Website – Town clerk to be asked to set up a page for NDP.

14. AOB – LS to attend the next meeting

15. Date of next meeting – January 17th at 7pm. NTC Offices.

HS/ GM

GM
