

DBWP NEIGHBOURHOOD PLAN STEERING GROUP

NOTES OF INCEPTION MEETING WITH KIRKWELLS HELD

ON 18TH AUGUST 2015

Present: Steve Williams – Chair, Les Wild Vice-Chair, Ken Skillern -Parish Council
Chris Roper, Viktoria Salisbury, Craig Walding, Ann Mein
Paul Middleborough – District Councillor

Kirkwells: Michael Wellock, Claire Parker

PROPOSAL

The proposal set out in the support package prepared by Kirkwells was accepted as the basis for developing the NP. It was also agreed that the precise role to be played by Kirkwells in the individual elements of the projects will be determined through the process of developing the NP.

FEE STRUCTURE

The fee structure set out in paragraph 14 of the proposal document was accepted. It was noted that the application to Locality for £4,640.00 had been approved and would meet the stage 1 and stage 2 payments due to Kirkwells. Further application to Locality will be made as the project develops, it was anticipated that this additional grant would meet the stage 3 and stage 4 payments.

These grants would be channelled through the Parish Council who would reimburse Kirkwells as invoiced.

ADDITIONAL COSTS

It was noted that there were areas of work needed to develop the plan which were not included in the Kirkwells proposal, these are set out in paragraphs 16 and 17 of that proposal. It was acknowledged however that the anticipated grant from Wychavon would cover those elements and provide funds for the Steering Group to use to meet funding needs for a wide range of activities associated with finalising the NP.

Action: Paul Middleborough to confirm the size/timing of the grant from Wychavon.

COMMUNITY ENGAGEMENT TO DATE

Kirkwells had been provided with the feedback from the questionnaire in 2014 and from the Community Engagement Event held in March this year. It was clear from that feedback that one of the major themes that the NP would need to encompass related to housing issues. As a result of recent planning decisions it was likely that up to a 180 additional homes would be built in the Drakes Broughton area in the next few years. There was also an application for a further 120 homes from Gladman Associates which would be heard at appeal in December 2015.

It was noted that the Parish would receive funding from the Community Infrastructure Levy and the New Homes Bonus as a result of these additional homes being built. A key part of the Neighbourhood Plan would be to outline how these additional funds might be used.

PROJECT PLAN

Kirkwells had tabled a project plan as part of their proposal which had anticipated the NP being completed and ready to go for public consultation in May 2016. The Steering Group had previously prepared its own Project Plan which suggested this stage would not be reached until early 2017. It was agreed that Kirkwells would produce a revised Project Plan as a basis for further discussion. This revised plan has now been submitted and is attached to these notes.

NEXT STEPS

The following actions were agreed:

- **Kirkwells would produce a national and local policy assessment document by the 4th September 2015.**
- **Kirkwells would produce a “work in progress” first draft NP by the 25th September 2015. It was noted that this first draft would be aspirational and based on feedback from the Community Engagement to-date.**
- **The Steering Group to discuss this first draft at a meeting on Wednesday 30th September 2015 to be held at Ann’s house, The Firs, commencing at 7.00 pm.**
- **The next meeting with Kirkwells will take place on Wednesday 14th October commencing at 6.30 pm – venue to be confirmed.**

It is also agreed that Ann Mein would be the main contact with Kirkwells regarding their role in assisting with the development of the NP.