**Alvington NDP Meeting Minutes – 23rd October 2017**

**Attendees**:

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| Kate BOUGH (GRCC) Verlie EAGLES  Margaret HARRIS Alec DAVIS    **Apologies:** Alan HASLAM, Gary COLLIER and Eric ROBSON    ***Copy***: Emma MONEY |  |
| **Meeting Location**: Alvington Village Hall, Glos. **Start**: 13:30 pm | **Finish**: 15:30 pm |

**Next Meeting: Thursday 30th November 2017, at 13:30 Village hall.**

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| **Item** | **Actions** | **Who** | **Date Raised** | **O/L Complete** |
| 1    2                3          4      5              6                  7        8 | Acceptance of minutes dated 25th September 2017.    **PARISH COUNCIL**  New members have been elected to council. A number of parishioners have shown an interest. Parish Council is running.    Parish Council meeting on 4th October 2017 discussed and accepted the NDP go forward with accepting the Kirkwell Draft Plan stage 1 subject to budget being confirmed from Locality.    **NEWSLETTER – PARISH**  Publish long outstanding survey results to electorate. Invoice to Parish Council > Alvington NDP Newsletter. To include design / draft and ink costs excludes printing.    **FLOODING and SWERAGE overspill.**  Still awaiting a reply from Severn Trent. Reminders sent.    **STEERING GROUP MEMBERS**  Reminder if you no longer wish to attend steering group meetings please notify.    A separate note drafted at meeting, to be sent to all group members regarding attendance.    **STEERING GROUP**  Entering a very important period.  Would you be willing/prepared to help with next open event in  March 2018  Volunteer desk top research.  Assistance with next event provisional March 2018.  Look at policies.  Fill gaps.    **BUDGET/LOCALITY**  Alan H and Emma M have completed numerous forms and applied for next phase of NDP funding. Awaiting response.    **KIRKWELLS**  Send letter to Louise when ONS sent. Requesting a meeting.    We would like to move forward with preparation of preferred option (2 month) draft plan to receive not later than end of January 2018 for consultation of £3,500. | All      Statement      Statement          Everyone          Statement      Statement      Statement        Statement                  Alan H  Emma M      Alec D    Kate B | 23rd Oct      23rd Oct      23rd Oct          Nov ‘16          23rd Oct      23rd Oct      23rd Oct        25th Sept                  Oct ‘17        23rd Oct    23rd Oct | Complete      Complete      Complete                                                          Complete        Nov 2017    Jan 2018 |

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| 9      10            11      12            13          14                  15        16                17 | We have been working with working with Kate Baugh from GRCC on preparing plan and consultation. We also have a very comprehensive Character Appraisal of the Parish almost complete.    Add link to parish web site for Louise at Kirkwells to read all the documents and minutes of meetings    What will Kirkwells require in advance?    We have various evidence both desk top and consultation.    NDP has applied for a second locality grant which includes £3,500 Kirkwells fee.    **PROJECT PLAN**  Requires updating continually up to submission.    **PARISH WEB SITE - ALVINGTON**  Topical items add to Parish Web site. Books etc. ONS file  Priority List    **HOSPITAL - INFRASTRUCTURE**  Up to date information received.    **NP PRIORITIES**  Update and circulate v3. *Attachement 1*    Evidence a very important column. List i.e. populate with reports.    **GREEN SPACES.**  Maps supplied by FDDC clearly indicate areas within parish.    All above required for 2nd consultation use in March 2018.    **CHARACTER APPRAISAL 2017/18**  Photos of buildings not just roads required in appraisal also suggestions on where improvements could be made, for example along the main A48 corridor environment – control of signage through the village.    2nd Consultation do you agree, including local buildings of interest.    **VILLAGE HALL**  Noted double glazing glass replaced and walls painted, looking very good.    **DEMOGRAPHICS**  Acre OCSI report dated October 2013 is out of date.    Gloucestershire Rural County Council Tel: **01285 653 477** may have up to date Rural community profile for Alvington (Parish)    Could an updated report be obtained, request latest from GRCC    **HRA REPORT**  Cannot be auctioned until after 2nd consultation in March 2018. | Kate B          Alec D      Alec D    Statement    Statement        Statement      Statement            Verlie E      Alec D    Statement        Statement    Statement      Alan H          Statement        Statement        Statement    John W      John W      Kate B | 25th Sept          23rd Oct      23rd Oct    25th Sept    23rd Oct        Ongoing      23rd Oct            23rd Oct      23rd Oct    Ongoing        23rd Oct    23rd Oct      Ongoing          25th Sept        23rd Oct        25th Sept    23rd Oct      23rd Oct      23rd Oct | Nov 2017          30th Oct      Oct 2017        Complete              Ongoing            Complete      29th Oct    Ongoing        Complete                            Closed            27th Nov      27th Nov |
| 18        19      20      21                22      23                            24 | HRA (Habitat Regulation Assessment) report, budget required. Contact Glos Environmental Trust to quote.  Needs policy’s before writing HRA report but has to be done after screening.    **BUSINESS SURVEY**  Complete  Survey data report to be completed ASAP. Forms returned.    **SETTLEMENT BOUNDARY**  Build into Policy    **TRANSPORT**  Cannot be a policy.    **PARISH COUNCIL**  What do they own?  Playing Field? Village Hall? Telephone Box?    Parish manage paying field. Field owned by parish.    Updated list required from council and what public amenities.    **INFRASTRUCTURE**  Split into three by adding utilities.    **A.O.B**   1. Populating Priority NP List.      1. Character Appraisal ideally in draft for meeting with Kirkwells in November 2017.      1. Email to Louise at Kirkwells requesting a meeting.. Post meeting note: Meeting arranged for Thur 30th Nov      1. Land Owners (Stakeholders) plot electronically. Who?      1. Create a Stakeholder file / Landowners and business survey.     **NEXT MEETING**  **Thursday 30th Nov 2017, at 13:30 hours Village hall.**      ***Attachments:***  1. Alvington NDP Priorities v3 ~ 30th October 2017      ***Copy:***   * File * Parish Web Site | Statement Kate B    Kate B      Statement      Alan H        Statement    Alan H      Alec D      Everyone    Alan H      Alec D  Alec D    Statement    Statement        Everyone | 23rd Oct  23rd Oct    23rd Oct      25th Sept      23rd Oct        23rd Oct    23rd Oct      23rd Oct      23rd Oct    23rd Oct      23rd Oct  31st Oct    23rd Oct    23rd Oct        23rd Oct | Closed      Ongoing      Closed                                  27th Nov      29th Nov  Closed                Closed |