**Alvington NDP Meeting Minutes - 7th August 2017**

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| **Attendees**: |  |  |
| Kate BOUGH (GRCC) Alan HASLAM  Margaret HARRIS Alec DAVIS  Verlie EAGLES    **Apologies:** John WOOD, Gary COLLIER and Eric ROBSON    **Resignation:** Gail Thompson    ***Copy***: Emma MONEY |  |  |
| **Meeting Location**: Alvington Village Hall, Glos. **Start**: 13:30 pm | | **Finish**: 15:00 pm |

**Next Meeting: Monday 25th September 2017, at 13:30 Village hall.**

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| **Item** | **Actions** | **Who** | **Date Raised** | **O/L Complete** |
| 1    2      3    4                      5          6 | Acceptance of minutes dated 5th June 2017    **PARISH ON LINE**  Required for appraisal plan    **HOSPITAL LETTER**  Awaiting a response    **BUDGET**  Post meeting notes. As promised the breakdown of what was  recorded within the Parish accounts as expenditure for the NDP during 2016-17 and the amount from the grant returned: -    V. Eagles £187.48 Stationary & Catering  V. Stinchcombe £274.00 Posters & Leaflets  Memorial Hall £188.50 Meetings & Event    **Total £649.98**    Original Grant £1500 returned **£850.02**    **LOCALITY**  Next budget to be drafted July 2017 to December 2017 Another open day event cost to be scoped.  £1,500 every six (6) months    **COLLECTING EVIDENCE**  Priorities under a Theme.     1. Traffic A48 Another survey to be planned      1. Footpaths Are land based, cannot be a policy.   2nd Consultation to clarify in more detail     1. Infrastructure Transport      1. Flooding Environmental maps and photos.   Suds owners to pay Grey Areas.  Glos lead LFA Peter Siret & Lorraine King.  Local authority deeds overseen by district Council.  Condition of planning maintenance will be by local authority. | **All**      **Alan H**    **Verlie E**      **Alan H**                    **Statement**      **Statement**          **ALL** | **7th Aug**      **5th June**      **5th June**      **7th Aug**                    **8th Aug**      **7th Aug**        **7th Aug** | Complete      Ongoing          8th Aug                    Complete                Ongoing |

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| 7                          8              9            10      11              12      13        14 | 1. Environment- Natural      1. Environment- Built      1. Housing Draft **A**llocation **P**lan for Alvington indicates an area planning application for 11 dwellings outside the Settlement boundary, adjacent to conservation area.   The parish wishes for infilling only.  No building outside the settlement boundary.    **NP PRIORITIES**  Evidence a very important column. List i.e. populate with reports.    Look at Berry Hill appendices, on FDDC council web site.    Draft plan could be done by steering group.    Question if Kirkwells required. Draft to be provided by Kate Baugh Send brief to Kirkwells for a quote.  Skeleton outline make sure correct then we have to put meat on bones.    Consolidate and brief statement.    **CHARACTER APPRAISAL 2017**  Draft shared with steering group by Alan HASLAM    Photos of buildings not just roads required in appraisal.    2nd Consultation do you agree, including local buildings of interest.    **NEWSLETTER – PARISH**  **Priority** publish long outstanding survey results to electorate on White Paper for maximum impact.    Current Parish electoral roll 533 as of 4th May and 292 dwellings.    **VILLAGE HALL**  Usage stakeholders to be indentified, contact Terry JONES.    **2nd OPEN DAY CONSULTATION – BUDGET**  Draft budget using the last open day figures, held in October 2016. Book display boards from Cinderford when date known.    Consider end of October 2017 for next open day.    Cost of A5 size flyer/leaflets to be obtained, consider distributing with a Parish Newsletter including data form last open day.    **PROJECT PLAN**  Update and circulate complete to stage 4. *Attachement 1*    **DEMOGRAPHIC**  ACRE, OCSI report dated October 2013 is out of date, as many of the facts are dated even earlier.  Could an updated report be obtained?    **HRA BUDGET**  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. | **Statement**      **Statement**            **All**    **Statement**      **Kate B**  **Alec D**  **Statement**            **Alan H**        **Statement**      **Statement**      **Statement**      **Verlie E**      **Kate B &**  **Emma M**    **Statement**            **Alec D &**  **Kate B**          **John W**      **Kate B** | **7th Aug**        **5th June**            **7th Aug**    **7th Aug**      **7th Aug**  **21st Aug**  **7th Aug**            **7th Aug**        **7th Aug**      **7th Aug**      **7th Aug**      **7th Aug**      **7th Aug**      **7th Aug**            **7th Aug**            **7th Aug**      **7th Aug** | **8th Aug**  **25th Aug**              **Ongoing** |
| 15      16        17        18 | **PROJECT TOTAL BUDGET FOR NDP PROJECT**  Kate Baugh will contact Emma Money    **OPEN GREEN SPACES.**  Community to agree what is an open space and locations. NDP guidelines to define areas.  Green Spaces info distributed with minutes.*Attachment 2, 3 and 4*    **BUSINESS SURVEY**  Over 90 businesses both small and large have been identified in the Alvington Parish.      **NEXT MEETING AGENDA initial draft ITEM**  Budget to be agreed for next 6 months.        Date of next NDP meeting – **Monday 25h September 2017**        ***Attachments:***   1. Alvington NDP Project Plan v3 ~ 9th August 2017 2. Information on Local Green Spaces 3. Local Green Spaces template v1 4. Alvington Submission Version MAP – Recreation Space 5. Alvington NDP steering group (Contact details) v13     ***Copy:***   * File * Web Site | **Kate B**      **Kate B**    **Alec D**      **Statement**          **Kate B** | **7th Aug**      **7th Aug**    **7th Aug**      **7th Aug**          **7th Aug** | **8th Aug**    **21st Sept**      **ongoing** |