

Alvington Neighbourhood Development Plan

Minutes of the NDP Steering Group meeting held at Alvington Memorial Hall on **15th July 2016** 1:30 to 3:00 pm

Present: Gary Collier, Susanne Jackson, Ann Thomas, Alec Davis, Margaret Harris, Verlie Eagles, John Wood, Tony and Michele Ismay and Kate Bough (GRCC)

Apologies: Valerie Stinchcombe and Gail Thompson

The entire meeting was taken up with the Character Appraisal of the parish. Kate Bough made it very clear how important the Appraisal really was. The parish was divided into eight (8) areas; a full assessment with photographs must be produced for each area.

Documentation. **Character Assessment Pro Forma notes** (20 pages); and **Character Assessment Template** (10 pages), pre meeting reading unfortunately not circulated before meeting, to be circulated.

The task was divided into ten (10) categories.

1 Topography

This relates to the landscape setting of the areas is it flat, a valley, sloping or elevated/hilltop

2 Land Use

The area maybe residential, offices, industrial, warehouses, shops, religious, buildings, schools or a community centre. Sports facilities.

3 Layout

The area may include spacious houses on winding lanes or row of houses on a street. Some areas will houses with front or rear gardens or both they will be different shapes and areas.

4 Roads, Streets and Routes

Roads maybe one way or two ways, lanes maybe very narrow, some wider. There might be cycle paths, footpaths, even overgrown paths, railway lines or alleyways.

5 Spaces

This includes playing fields or recreation grounds, graveyards, allotments, and car parks Recreational Ground, Village Hall unofficial car parks. Also gaps between building or trees which allow views of other areas. Public space – village green. Public Footpaths.

6 Buildings

A description of building materials used, stone, brick, rendered painted roof materials used also windows. The size and shape of the buildings, if possible identify the era or age. Are they terraced, semi detached or detached, have there been any alterations.

7 Landmarks

Are there any pubs, church, hall or a structure such as a bridge? Any natural features like ponds or a very old tree. Woods. Perhaps a telephone box, bus shelter or a wind turbine. Playing field – Beacon.

8 Green and Natural Features

Trees or woodland, hedgerows natural or private. Clanna Pond - size, Rivers and Streams

9 Streetscapes

Lamp posts, type of pavement surfaces, street signage, salt-bins and dog-bins. Street and road surfaces, bus shelter, public seating, notice board, tubs of flowers. Also boundary features. Fencing, railing, walls, can all be constructed with different materials.

10 Views

These are the views into and out of Alvington e.g., unrestricted view over the River Severn from the playing field, unrestricted vista over and to the North from Clanna Lane/Road to surrounding areas. Out of Alvington towards the wider surroundings. Internal views.

Character Appraisal Area Allocations – Parish

The areas one (1) to eight (8) and who allocated to cover that area of parish.

- 1 John WOOD
- 2 Ann THOMAS and Susanne JACKSON
- 3 Gary COLLIER
- 4 John WOOD
- 5 Gary COLLIER
- 6 Mark ??? (Gary Collier to advise Christian Name)
- 7 Tony and Michele ISMAY
- 8 Gary COLLIER

A.O.B.

- A. USB Drives to be purchased and supplied by Gary Collier to members of the NDP team to download each and every piece of information to a Central Point PC, to prevent loss or misplacement. Download at next meeting and subsequent meetings onto Gary Colliers Parish Council Laptop.
- B. Budget update Kate BOUGH to work with Andrew MALIPHANT and send to Gary Collier
- C. NDP documentation design, Village Logo and/or printing to be decided at next meeting.

Date of next NDP meeting: **Monday 22nd August 2016** at 1:30 pm in the Village Hall

This meeting will mainly concentrate on the 1st open day for the Alvington parish residents to be held in the village hall the **Sunday 9th October 2016**.

The following NDP meeting **Monday 19th September 2016** at 1:30 pm in the village hall

Meeting to concentrate in detail on the character appraisal reports of the eight (8) areas.

POST MEETING NOTES:

Documentation explaining how to complete the Character Appraisal, produced by "Planning Aid England". Circulated electronically 16th July 2016. Hard copies circulated to non PC users.

Document 1: Character Assessment pro forma notes.

Document 2: Character Assessment Document Template

Copy Minutes: Andrew MALIPHANT (upload to Parish Council web site)

Attach resend: Character Assessment Pro Forma notes

Character Assessment Template