

Alvington NDP Meeting Minutes - 29th January 2018

Attendees:

Kate BOUGH (GRCC)
John WOOD
Alec DAVIS

Verlie EAGLES
Alan HASLAM

Apologies: None

Copy: Meg HUMPHRIES

Meeting Location: Alvington Village Hall, Glos.

Start: 13:30 pm

Finish: 15:30 pm

Next Meeting: Wednesday 21st February 2018, 13:30 at Village hall.

Item	Actions	Who	Date Raised	O/L Complete
1	Acceptance of minutes dated 30 th November 2017.	All	29 th Jan	Complete
2	NDP POLICIES DRAFT Kirkwells draft received and circulated. For review and updates. Awaiting feedback to Alec D. to enable policies to be updated.	Statement Everyone	29 th Jan 29 th Jan	Complete Ongoing
3	BUDGET Spending to date £4,724. Includes £3,500 paid to Kirkwells. Balance to spend £4,276	Statement Statement	29 th Jan 29 th Jan	Complete Complete
	Budget the following in the Feb/March Locality application . Kirkwells invoice balance February/March timeframe £800 Copying and printing £250 Printing Ink, stationary and travel £250 TOTAL £1,300 Leaves a balance of £2,976	Alan H	29 th Jan	Ongoing
	Budget the following in the April Locality application . Event open day, room hire £150. Newsletter £50 Food £100 HRA* (Habitat Regulation Assessment) of £750. Meeting room Hire £39 Contingency 10%. £109 TOTAL £1,198 Leaves a balance of £1,778	Alan H	29 th Jan	Ongoing
	*Kate BAUGH to contact another NDP. Locality will not pay local council direct. Meeting to be held with FDDC post HRA, after policy raised.	Kate B	29 th Jan	
	GRCC Basic conditions and consultation approx £750 template provided example Coleford NDP.	Kate B	29 th Jan	
4	OPEN DAY – 22nd April 2018 <ul style="list-style-type: none"> Objectives. Policies 1 to 8. Comments in envelopes. Each Policy table agrees or disagree, envelopes sealed. Cut off date TBD comments received by email or post after open day CANNOT agree or disagree. 	Statement Everyone	29 th Jan 29 th Jan	Complete Ongoing
5	OPEN DAY TIMETABLE <ul style="list-style-type: none"> Publicity. Newsletter (Parish), newspaper, parish web 	Everyone	29 th Jan	

	<p>site, village notice board.</p> <ul style="list-style-type: none"> • What is an NDP. • Refreshments. • Hall hire date 22nd April, confirmed post meeting. • Display boards. Obtain from Cinderford. Request Gail THOMPSON to follow up same as last open day. • Printing a number (Quantity TBD) of Policy's for review. • Character Assessment (Appraisal) to be provided for review, again qty to be printed TBD • Room preparation Sat afternoon 21st April. • Photos and other materials to be sourced provided similar to the last NDP open day. 	<p>Verlie E Verlie E Gail T.</p> <p>Everyone Alan H</p> <p>Everyone Everyone</p>	<p>29th Jan 29th Jan 29th Jan</p> <p>29th Jan 29th Jan</p> <p>29th Jan 29th Jan</p>	<p>Complete</p>
6	<p>CHARACTER ASSESSMENT 2018/19 An update of the 2007 appraisal. Wording advised by Kate B.</p> <p>A character assessment is a document that describes the distinct appearance and feel of a settlement or an area. It communicates the key physical features and characteristics that combine to give a particular settlement or an area <u>its local distinctiveness and unique identity</u>.</p> <p>'..aim of character appraisal in a Conservation Area Statement is to define what makes up the special interest or 'character' of the study area, in order that this <u>may be preserved or enhanced</u>.'</p> <p>Designation NDP area Parish Boundary.</p> <p>NDP stronger carries more weight than a Character Assessment.</p> <p>Need good quality defined maps and use OS Map references to define locations of views. Use Coleford submission as an example to follow.</p> <p>Good quality photos required.</p> <p>Regarding mapping. Kate BAUGH to advise best site also to advise Parish on Line Mapping.</p> <p>John WOOD offered to help with the mapping if supplied with good quality editable mapping software.</p> <p>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.</p> <p>Land Owners (Stakeholders) Plot electronically on a MAP.</p> <p>Drop in 2nd Consultation do you agree, including local buildings of interest. April 2018</p> <p>Character Assessment updates to be reviewed at next meeting.</p>	<p>Alan H</p> <p>Statement</p> <p>Statement</p> <p>Kate B</p> <p>Alan H / John W</p> <p>Alan H / John W</p> <p>Kate B</p> <p>Alan H / John W</p> <p>Alan H</p> <p>John W</p> <p>Statement</p> <p>Statement</p>	<p>29th Jan</p> <p>30th Nov</p> <p>30th Nov</p> <p>29th Jan</p> <p>29th Jan</p> <p>29th Jan</p> <p>29th Jan</p> <p>29th Jan</p> <p>30th Nov</p> <p>29th Jan</p> <p>29th Jan</p> <p>29th Jan</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
7	<p>BUSINESS SURVEY Survey data report full spreadsheet and summary to be completed. ASAP</p>	<p>Kate B</p>	<p>30th Nov</p>	<p></p>

	Required to enable polices to be drafted.	Kate B	30 th Nov	
8	DEMOGRAPHICS Acre OCSI report October 2013 is out of date.	Statement	30 th Nov	
	Gloucestershire Rural County Council (GRCC) contacted. Post Meeting Hard copy received dated 8 th November 2016.	Verlie E Verlie E	29 th Jan 30 th Jan	Complete
	Post meeting Soft copy version dated 8 th November 2016, received 5 th Feb. See Parish Web Site for full details (51 pages)	Alec D	5 th Feb	Complete
9	<u>OUTSTANDING ITEMS</u> FOOTPATHS NP can only say accessible linkages cannot be a policy. More details required of problem areas to be identified at next open day.	Kate B Statement	30 th Nov 30 th Nov	Complete
10	GREEN SPACES. Maps to produced indicating locations and sizes of open areas. Protect. Photos required	John W ??	30 th Nov 30 th Nov	
11	FLOODING and SWERAGE overflow. Still awaiting a reply from Severn Trent. Reminders sent.	Verlie E	23 rd Oct	
12	UTILITIES Clarification requested re the Wennington B4RN designed fibre optic broadband network. See web link for additional details;- https://b4rn.org.uk/	Alan H Alec D	29 th Jan 29 th Jan	Complete Closed
13	NPEARS <u>not required</u> reference Nigel Gibbons FDDC	Kate B	30 th Nov	Closed
14	STEERING GROUP Entering a very important period. Would you be willing/prepared to help with next open event in April 2018 Volunteer desk top research.	Statement Everyone Everyone	25 th Sept 25 th Sept 25 th Sept	
15	A.O.B Traffic survey recently carried out on A48 main road. December to January 2018. GCC Traffic department not aware. Recommend contacting Gloucestershire highways maybe they instigated the survey. B Watkins for a copy of report.	Alec D	29 th Jan	
16	NEXT MEETING Wednesday 21st February 2017, 13:30 hours in Village hall. Attachments 1. Alvington NDP steering group (Contact details) v14 Copy: • File • Parish Web Site - NDP tab	Everyone	29 th Jan	