

# MINUTES OF DUNCHURCH PARISH COUNCIL

## Neighbourhood Planning (NP) Committee

### Minutes of Meeting Number 2 of the Dunchurch Parish Council Neighbourhood Planning Committee held in The Community Library, School Street, Dunchurch, Tuesday 8<sup>th</sup> May 2018 Meeting commenced at 7.05pm

#### PRESENT:

Robin Aird  
Des Nutt  
Tony Davies

Erica Milwain  
Cllr Stuart Hallahan

Member of Wolston Neighbourhood Planning committee

Miss L Foster Parish Clerk

#### OTHERS:

##### 1. ACCEPTANCE OF APOLOGIES

Absent members: Steve Fancourt, Melvyn Macartney

Proposed by Tony Davies, seconded by Des Nutt and agreed by all present.

##### 2. DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

none

##### 3. TO APPROVE MINUTES OF MEETING NO.1 OF 12<sup>TH</sup> APRIL

Proposed by Des Nutt, seconded by Tony Davies and agreed by all present.

##### 4. CHECK THAT COMPLIANCE REQUIREMENTS HAVE BEEN COMPLETED

All requirements have been met.

##### 5. FORMAT OF DATA

All members of the neighbourhood plan committee will be given a laptop to use whilst working on behalf of the Parish Council. All members will also be given a new email address due to GDPR and all emails must be accessed using new device.

##### 6. SELECTION OF PRIORITIES FOR COMPILATION OF PLAN

###### SURVEY AND OTHER AREAS TO BE INCLUDED

###### OTHER PRIORITIES

Robin Aird stated after meeting with Sophie Leaning at Rugby Borough Council that priorities should be decided by the population via a survey.

The committee feel a basic survey should be distributed first with a secondary more in depth survey at a later date, with a separate survey for businesses.

There should be no leading questions and questions should be justifiable.

Sophie Leaning is to contact Robin Aird regarding designation of green spaces and tree protection orders.

The examination library for the local plan to be examined to discover information of any significant use.

Stratford District Council might be able to analyse the results of any surveys but no approach had been made. Surveys should be hand delivered with an option to also complete online.

We need to promote the group via social media and village events.

More volunteers are needed to become part of the Neighbourhood plan committee.

##### 7. ANY DATA TO REPORT

The Housing Needs Survey of 2011 needs to be looked at again.

Pollution/vibration/noise surveys to be considered.

Environmental data to be found.

Traffic data to be circulated.

##### 8. ALLOCATION OF TASKS IF ANY

Des Nutt will look at initial survey ideas and will bring 3 examples to the next meeting.

Robin Aid will look at Willoughby's neighbourhood plan. Also he would try to estimate the cost of the initial survey. Dunchurch's tax base figure was needed as an estimate of the number of dwellings.

Clerk will summarise open event data and circulate

#### **9. ANY OHER BUSINESS**

Next meeting to be held 29<sup>th</sup> May 2018.

Apologies from the Clerk and Tony Davies.

THE MEETING CLOSED AT 9.10PM

Signed Chairman:

Dated: