

**LYONSHALL NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP
MINUTES OF MEETING
MONDAY, 12th MAY 2014, 7.30pm, MEMORIAL HALL, LYONSHALL**

PRESENT: Peter Broadbent (PB, Chair), Ron Addis (RA), John Parker (JP), Richard Oliver (RO), Kinsey Hern (KH), Isobel Hutton (IH).

APOLOGIES: Kate Lomax (KL)

177. Minutes of Meeting of 10th March were agreed and signed.

178. Matters arising

- a) The NDP meeting scheduled for 7 April 2014 was cancelled.
- b) Ted Bannister had not been in touch with PB since the last meeting. Completion of the 3rd draft has been progressed since then but has not yet been finalised.

179. Progress Report on the Final Draft of NDP – PB suggested a possible alternative timetable, below:

Following input from Ted Bannister, PB to complete revised 3rd draft & present to Louise Kirkup of Kirkwells on 5th June following her recommendations that policies for proposals should be clearly laid out and identifiable as this is what Hereford Planning Offices look at first when deciding planning applications

26th June - Meeting with Louise Kirkup, Peter Broadbent and Ron Addis – further revision of NDP.

14th July. Steering Group meeting

11th Aug. Finalize plan.

Early Sept. Pass plan to Parish Council.

Discussion followed as to what would happen to the NDP once it had passed from our steering group. PB stated **that:**

by the time it leaves our hands it will be a complete document representing the needs and wishes of Lyonshall Parish for the full period of the Plan and should not need to be amended before being sent out for the official consultation period, as all the legalities for the proposals would have been covered. It has to comply with the Hereford Core Strategy (whenever that is completed).

180. Update on Communications with Kirkwells PB reported that he had received a written reply to his submission of the 2nd draft. It was agreed that he should circulate the reply to the group.

181. Matters Arising from the Annual Parish Meeting (held on 8th May)) This item on the agenda caused a little confusion about whether this should have been the pub meeting (13th March) or the Annual Parish Meeting (8th May), as clearly stated on the agenda. There has been no report back from the Annual Parish Meeting yet.

182. AOB

a) Richard Oliver was thanked for his photos of notable buildings and areas of the village, including traffic problems, which will be used in the NDP. He was also thanked for his article in the Parish Magazine.

b) Next meeting is Mon 14 July, 7.30pm Memorial Hall