

## Neighbourhood Plan group meeting Wednesday 14th January 2015



### Minutes

1. Apologies were received from Margaret Hanrahan
2. Minutes of the meeting held on 12<sup>th</sup> November were approved
3. Matters arising.

A few more Cofton Hackett questionnaires have been received and were passed to JK for MH

4. The Alvechurch Neighbourhood Plan website was reviewed. There is some excellent content including two videos about Neighbourhood Planning, not specific to Alvechurch, which we could also use. It was agreed to utilise a section within the L&BPC website to share NP information and process. Cofton Hackett PC website could either replicate this or have a hyperlink. We may consider a bespoke website later, when funding has been secured
5. The recommendation from Locality is that a constitution is written. This will also enable us to access funds, and to disband when the process is complete. NF will prepare the draft copy with our details and re circulate
6. Any ideas of wording to be included in our Mission/Vision Statement to be sent to HD
7. The proposed draft Group logo was reviewed and it was felt it needed some work, especially in relation to reproducing in a smaller size and in black and white. NF to see if he can get it taken on as a project by a graphics student at College
8. It was agreed to utilise a section/pages within the L&BPC website (currently under construction) to share NP information, news and updates. Cofton Hackett PC website could either replicate this information within their own website, or have a hyperlink to L&BPC. We may consider a bespoke website later, when funding has been secured. The use of Cofton Hackett, Lickey & Blackwell and Neighbourhood Plan all in a heading is rather cumbersome – JK suggested we use a ward name instead but this did not seem feasible.
9. Preparation of evidence

We believe that both a Landscape Character Assessment and an Historic Environmental Records Search will be undertaken free of charge by WCC. HD to request both

RW to take action relating to consulting local businesses in Cofton

L&B also have local businesses, being 2 garages, 2 hotels, Tranquility House, 2 nursing homes, and probably numerous home workers. These will also need to be contacted.

NF to consult with WCC re Highways issues

NF to request a Planning Representative at next meeting

Next Meeting Date: TUESDAY 10<sup>TH</sup> FEBRUARY

The meeting closed at 8.45pm