

# Cannock Wood Neighbourhood Plan Working Group Draft Minutes

Meeting held 24/03/22 at 7:00pm

Attendees:

Amanda Lightbody

Anne Wallbank

Avril Green

Ben Bradley

Emma Frison

Fiona McMulkin

Gavin Wallbank

Lesley Baker

Liz Whiteley

Paul Thomas

Steve Wroe

Sue Janes

Tom Corkley

Apologies: Maureen Allen.

1. **Minutes of meeting** on 2<sup>nd</sup> March 2022 were approved by all members.
  2. **Register of interests** is held by Sue Janes. No additions are required.
  3. **Informal consultation on draft policies:** review of feedback and consideration of revisions to policy wording based on:
    - a) Responses from CCDC (Matthew Hardy) and AONB (Julia Banbury) and Eddy Taylor's suggested revisions in the light of these. The main point raised by MH (planning) was that the number of storeys could possibly not be prescribed but as the incongruous development on Park Gate Road had been pointed out in community responses, ET feels the plan can go ahead with the desire to limit developments to 2 storey. 'It is not for us to censor ourselves'. The topic is likely to continue to be discussed with CCDC future stages of the NP process. [SJ advised the meeting that the Park Gate Road planning application was for 2 storeys; it was changed to 2.5 storeys during the course of the development after CCDC had already given planning consent and the Parish Council was not invited to comment on the alteration in plans.]
    - b) Residents' responses analysis reviewed. There were no responses in opposition to any of the policies and for every policy the average result was closer to 'strongly agree' than 'tend to agree'. Every written comment made was discussed and action/reply agreed accordingly. A document detailing informal policy results feedback and action will be made available on the website.
- The meeting agreed that the draft policies should be revised for the responses mentioned above from CCDC, AONB and residents.
4. **Screening report (SEA/HRA)** – this is an assessment of the draft policies to evaluate whether they may cause significant negative impact on the environment. ET is preparing a screening report and once ready there is a 5-week consultation period for Natural England, Historic England and the Environment Agency to respond. If the report and consultation determine that a full Strategic Environmental Assessment and Habitat Regulations Assessment is required this work would have to be commissioned and the NP potentially revised following that. The Screening Report is expected to be sent to the environmental consultation bodies by the end of March. The draft NP will not be printed until the SEA/HRA process has run its course.
  5. **Non-Designated Heritage Assets.** Draft text of an invitation to householders to opt in was provided at the meeting. This will be sent to the owners of properties which are over 100 years old. In the next NP consultation document residents will be asked to request a copy if they feel that other assets should be considered for inclusion.
  6. **Publicising planning applications.** There was discussion as to whether everyone is aware of possible changes in the village if they are not notified as a near neighbour and do not routinely walking past to spot notices affixed to lampposts. AG does post these on Nextdoor, but not all who may be concerned are regular users of social media. There was some discussion on whether

planning applications might be included in the Village Voice newsletter – it requires an editorial decision.

7. **Communications.** If the SEA/HRA Screening consultation does not give rise to the need for changes, the next documents for general circulation in mid to late May for a 6-week 'pre-submission' consultation period will be:
  - a) The formal draft Neighbourhood Plan with Design Code and Character Assessment. These are lengthy and detailed – a few printed copies for reference, otherwise online only. All are well in hand but still require editing and presentational improvement.
  - b) A document for circulation to all households taking a broader overview. Also commenting on issues of concern to residents which cannot be dealt with through planning policies. Consider the concerns and select a list of things that could be tackled and begin the process of acting on some of the concerns. This has yet to be drafted.  
The aspiration is to have drafts of these documents ready for the next Working Group meeting.  
The formal 'pre-submission consultation' has to be sent to a lengthy list of statutory consultees.
8. **Funding.** End of phase 2 grant - end of grant report information has been prepared for the Parish Clerk; the Parish Council will repay £579 of unspent funds to the grant-awarding body. The government has announced that there will be one funding available for grant applications for one further year up to March 2023, but not details are yet available.
9. **Any Other Business.** Nothing raised.
10. **Date of Next Meeting.** The next meeting will be held on Thursday 28<sup>th</sup> April at 7pm in the Village Hall.

Meeting closed at 9:18pm.