

Cannock Wood Neighbourhood Plan Working Group Meeting Draft Minutes

22 September 2022 - 7pm – Village Hall

Present: Amanda Lightbody, Anne Wallbank, Avril Green, Ben Bradley, Elizabeth Whiteley, Fiona McMulkin, Steve Rowe and Tom Corkley

Apologies: Emma Frison, Gavin Wallbank, Lesley Baker, Maureen Allen, Paul Thomas, Sue Janes

1. **Minutes of meeting** on 28 April 2022 were approved by all members.
2. **Register of interests** is held by Sue Janes. No outstanding declarations required.
3. **Screening report (SEA/HRA)** – Environmental Agency confirmed receipt but did not respond further with comments. Natural England, Historic England and Cannock Chase District Council (CCDC) all confirmed that they are in agreement with the conclusions.
4. **Consultation statement** - Eddy Taylor (ET) will conclude this statement that has been circulated to all members for comment by the end of September.
5. **Appendix 3** contains all the comments received as a result of our pre-submission (Reg 14) consultation with suggested responses and actions arising. The Working Group (WG) discussed each response and suggested narrative on changes to be made. Appendix 3 has been updated with changes and or updates to narrative where appropriate that has been agreed by the WG. This includes responses to a letter from CCDC. The WG did request in August to meet with CCDC to discuss their requested changes. However as CCDC is currently unable to meet the WG, the WG has agreed the narrative for the areas that CCDC raised.
Action: Policy CW5, Liz will circulate an updated draft to the WG for comment.
Action: Policy CW8, Kate Dewey from Staffordshire Wildlife Trust is continuing to advise on with ET drafting
Action: Policy CW12, Liz is waiting for comments from ET
Action: The WG agreed for Liz to give CCDC a final opportunity to respond by Friday 7 October to our updated draft.
6. **Basic Conditions Statement** – ET finalising
7. **Mechanism for approving NP for submission** – The WG will present the final NP document suite to the Parish Council (PC) at their meeting on Thursday 13 October 2022 for approval for submission by the PC to CCDC.
8. **AOB** – it was noted that the next draft of the emerging Local Plan will be made public during the Autumn by CCDC.

Meeting closed 8.10pm.