



## Neighbourhood Development Plan May 2023 Consultation Statement Annex 1- Pre 2021 Process

DATE	EVENTS/MINUTES	RELEVANT DOCUMENTS
01.02.2014	Public information campaign	Leaflets distributed
22.05.2014	Public meeting /Application process	Application published
2015	Survey distributed	Survey Results
2015	Neighbourhood Economy Report obtained	Neighbourhood Economy Report
18.01.2016	Neighbourhood Plan Steering Group – Verbal Report • David Jackson, Chair of the Steering Group submitted a report advising that the next NDP meeting would be 26th January in the Guild Hall. • David reported that SDC have produced a report following the consultation process and this will form the basis for the draft NDP, which should be ready for review by the Town by the end of March, with further consultations taking place in April. • Cllr Crathorne asked if late submissions could be included, and Cllr Leech suggested that he contact David direct	
22.02.2016	Neighbourhood Plan Steering Group – Verbal Report • The Clerk advised that she had recently attended a meeting with the Chair of the Steering Group and Matt Neale, policies at SDC regarding taking the NDP forward. She said that she felt that it was a very positive meeting with a lot of outcomes, particularly with regards to applying for grants and looking at the possibility of hiring a planning consultant to assist with the policies	
21.03.2016	Neighbourhood Plan Steering Group – No Report received.	
18.04.2016	Neighbourhood Plan Steering Group • Cllr Leech confirmed that a NDP meeting would be held later in April and that the Steering Group would take Cllr Thirlwell's recommendations forward	
16.05.2016	Neighbourhood Plan Steering Group • Cllr Leech confirmed that a NDP meeting had been in April	

31.05.2016	REPORT BY THE BEAUDESERT & HENLEY	
24.04.2017	<ul style="list-style-type: none"> <li>• Neighbourhood Plan Steering Group – Verbal Report o Cllr Garner advised that a NDP Consultant, Neil Pearce from Avon Planning had carried out an initial ‘health check’ on the NDP and had recently submitted his report and suggestions for consideration. Cllr Garner confirmed that the NDP WP was due to meet to discuss the contents of the report next week</li> </ul>	
22.05.2017	<ul style="list-style-type: none"> <li>• Neighbourhood Plan Steering Group – Verbal Report o Cllr Leech advised that the Chair of the NDP Steering Group had requested a meeting with the JPC to brief them on the up to date situation with the Plan</li> </ul>	
17.07.2017	<p>13 To agree a date for the Neighbourhood Development Plan and Microshade Presentations – 4th or 11th September 2017 (please bring your diaries) • The Clerk advised that she would like to organise the Presentations for 11th September and asked which Cllrs would be present. All Cllrs present apart from Cllr Jackson agreed that they could be present on that date at the moment.</p>	
18.09.2017	<p>12 To approve the adoption of the draft Neighbourhood Development Plan and thank the Steering Group for all their hard work. • Cllr Leech reported that members had attended a presentation on the draft NDP recently and Cllrs had made several observations. It was RESOLVED that the contents of the draft NDP had been noted by members of the JPC. The Clerk was requested to contact the Steering Group to request that members’ observations were incorporated in the draft Report, including the thanks of the JPC for all of the hard work that had been undertaken by the Steering Group. This motion was proposed by Cllr Crathorne, seconded by Cllr Bridges and carried by the majority. Cllr Garner abstained as he is a member of the Steering Group</p>	

21.05.2018	<ul style="list-style-type: none"> <li>• Neighbourhood Development Plan – to ratify expenditure of up to £750.00 on professional formatting of the NDP</li> <li>• Cllr Garner reported that this item had already been mentioned previously, however, a quote had been received from Natalie Walker for the redesign of the NDP brochure at a cost of £440-£520 for between 11-13 hours work.</li> <li>• It was RESOLVED that this quotation be accepted, and this motion was proposed by Cllr Field, seconded by Cllr Tomlinson and carried unanimously.</li> <li>• The Chair asked if Cllr Garner knew the time frame for the NDP public consultation and he responded and said that it</li> </ul>	
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	<p>was scheduled for 9th July. It was agreed that the Clerk and David Jackson liaise over the details.</p>	
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15.10.2018	<p>11 To receive a Report updating the council on the progress of the NDP. The Clerk said that she had received a report from David Jackson, the Chair of the NDP Steering Group and she read out the email, as follows: Following the Town meeting earlier in the summer, the NDP Steering Group recently completed the post meeting consultation phase. Beaudesert and Henley-in-Arden Joint Parish Council Minutes Page 6 Having considered comments received from the public, the Steering Group met recently and agreed a further set of amendments to the NDP which have now been incorporated into the document and are with the graphic designer for inclusion in the draft NDP. Once the updated document has been received back from the Graphic Designer, the document will be sent to SDC for review and their comments. The NDP Steering Group hopes to have comments back from SDC before Christmas. Given the impending elections next year, we should aim to hold the referendum for the NDP at the same time as the elections to save costs.</p> <ul style="list-style-type: none"> <li>• Following a discussion, it was agreed that the Clerk contact the Chair of the NDP Steering Group and request that they consider improving the timing suggested and to seek clarity on the timeline prior to completion of the document. It was also agreed that the Clerk request further details in respect of the independent examiner and the length of time it would take them to complete the process. It was RESOLVED that the Clerk contact David Jackson in respect of the above matters. This motion was proposed by Cllr Cornford, seconded by Cllr Broadbent and carried unanimously.</li> </ul>	
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19.11.2018	12 To ratify the policies, supporting text & the maps and diagrams for the NDP & for the Clerk to use her delegated powers to act on behalf of the JPC to progress the NDP & to thank the volunteers to date (previously circulated) It was RESOLVED that the policies, supporting text & the maps and diagrams for the NDP were approved (previously circulated) & for the Clerk to use her delegated powers to act on behalf of the JPC to progress the NDP & to thank the volunteers to date. This motion was proposed by Cllr Tomlinson, seconded by Cllr Jackson and carried unanimously.	
21.01.2019	14. To note progress of the NDP & to ratify submission of the NDP & Evidence Based	

	<p>Reports etc., to go to the Regulation 14 Consultation • The Clerk said that she had circulated a Report detailing the procedures to go to Regulation 14 to all the JPC Cllrs, together with the Chair of the NDP Steering Group and which is attached to these minutes as an Appendix. • The Clerk advised that she had met with the Chair of the NDP Steering Group and had gone through the process to go to Regulation 14 with him. She went on to say that the NDP and all the supporting documents would need to be sent out to local PCs and Cllrs, together with a generic list of consultees. The Clerk went on to say that she was liaising with the PA for the Chair of the NDP Steering Group over the logistics for the process. • The Clerk advised that once she had received consultation responses back and the NDP had taken them into consideration, the JPC would need to look at employing a Planning Consultant to carry out some of the work on the NDP in the future. • Following a brief discussion, it was RESOLVED that Regulation 14 be commenced and this motion was proposed by Cllr Garner, seconded by Cllr Field and carried unanimously.</p>	
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18.02.2019	13 To note progress of the NDP • The Clerk reported that she had initiated the Regulation 14 Consultation and had sent all the documents to the statutory consultees and an advert placed in the local press. She went on to say that she had received several responses so far, together with the SEA and HRA Screening document which she had circulated to all the members of the JPC and the NDP Steering Group. She confirmed that Lepus Consulting had advised that no further SEA work is required on the draft NDP. • The Clerk advised that once the consultation period ended, she would arrange a meeting with some of the members of the Steering Group and go through	
18.03.2019	17 To note progress of the NDP • The Clerk reported that she had received several responses to the Regulation 14 Consultation, including one from SDC which said that there did not seem to be any maps included marking areas which should be protected. She went on to say she had met with members of the NDP Steering Group and Cllr Leech to see whether this issue could be resolved. SDC had also advised that they would be making additional comments in April. Once they had been received, the Clerk confirmed that she would meet with members of the WP again to incorporate any changes that were necessary.	
29.04.2019	18 To note progress of the NDP & ratify the seven Designated Local Green Spaces (previously circulated) The Clerk reported that SDC had sent a significant amount of comments in response to the Regulation 14 Consultation, and she understood that the NDP Steering Group was due to meet to discuss these responses, together with the other replies to the Consultation. She went on to say that she would like approval for the above Designated Green Spaces which had been uploaded on to the screen for everyone to see. Following a discussion, it was RESOLVED that no further action be taken at the present time. This motion was proposed by Cllr Leech, seconded by Cllr Garner and carried unanimously.	

13.05.2019	17. To note progress of the NDP The Clerk reported that she had been liaising with a member of the NDP Steering Group and previous Cllrs regarding various aspects of the Plan and comments that the SDC Cabinet had made in respect of the Regulation 14 Consultation. The Clerk had been advised that there would be an NDP Steering Group meeting on 20th May.	
17.06.2019	16. To note progress of the NDP and for the JPC to extend an invitation to the current members of the NDP Steering Group to continue to advance the NDP and to ratify their Terms of Reference • The Clerk reported that she had attended a meeting with a representative from SDC and WRCC, together with the Chair and member of the NDP Steering Group and they had suggested that a Housing Needs Survey should be carried out, which had been approved previously. Following a discussion, it was RESOLVED that the Clerk ask the current members of the NDP Steering Group whether would like to remain and continue to advance the NDP and that he Terms of Reference that the Clerk had produced by adopted. • Cllr Evans also agreed to become a member of the NDP Steering Group alongside Cllr Broadbent. These motions were proposed by Cllr Evans, seconded by Cllr Cornford and carried unanimously	
30.09.2019	19. To note progress of the NDP – Update. The Clerk reported that she had not heard anything from the NDP Steering Group, and she would contact a member of the Group to ascertain the current situation. Following a discussion	
	regarding CIL payments, the Clerk agreed to circulate the slides of a presentation to assist Cllrs.	

16.03.2020	10. Beaudesert & Henley in Arden NDP - update. [DB & RR] Mr Robin Rumbles ask for the floor and reported on his visit to SDC offices to discuss progress with Louisa Slator, where clarification was sought and given. In summary small amendments were needed in the publication before a full re-consultation, he asked if members of the JPC might comment on any changes by week ending 20th next. He and Cllr Broadbent will then consult with the Clerk on distribution, publicity and town consultation moving forward to adoption in due course. Note: A notice by Tanworth Parish Council was sighted as a possible template for Henley.	
16.07.2020	Pandemic	Consultation Document published in Stratford Herald