

**Minutes of Sutton St. Nicholas – Neighbourhood Development Plan Project Group
Meeting held at Sutton Village Hall on 14th March 2022 at 7.15pm**

Present

Keith Lawton (Chairman)
Councillor Ronald Gow
Stan Gyford
Cllr Ian Nicholas

In Attendance

Dr David Nicholson

1. Apologies

Apologies from Tony Ford, Cllr Richard Andrews, Rebecca Blackman, and Seng Yeo

2. Minutes of meeting held on 24th January 2022

These were confirmed as a true record of the meeting.

3. Update on Actions

- **24/01/22 Agenda item 4 Draft Neighbourhood Plan** - Dr Nicholson to submit document to Herefordshire Council. -(Completed)
- **24/01/22 Agenda item Herefordshire Local Plan 2021-41- Strategic Spatial Options Consultations** - Clerk to inform the Parish Council of the group's decision. (completed)

4. Statement of Modifications – The Project Group reviewed all the proposed changes noting that they were evolutionary, and that the settlement boundary had not changed. It was noted by the Project Group that NDPs cannot have onerous building requirements in them (e.g., mandatory requirement for ground source heat pumps for new builds)

All changes were unanimously accepted by the Project Group.

5. Regulation 14 Action Plan –

The Project Group noted that the dates had to change for the Consultation period within the Parish. This was because Herefordshire Council had changed their dates.

The Consultation period would now be 3rd May to 15th June (both dates inclusive).

Dr Nicholson took the Project Group through the proposed plan. It was agreed that the proposed actions, owners, and dates were satisfactory.

Action - Dr Nicholson to send the revised plan to Tony Ford for sending on to the Project Group members.

The Project Group noted that boxes left for parishioner's comments on the NDP had to be checked frequently. The proposed places for the boxes, was The Golden Cross Pub, the 2 Village churches (St Michael and St Nicolas porches) and the school.

6. Any Other Business

Traffic Plan for Sutton: Keith Lawton talked through the work he had completed in designing a Traffic Plan template based on a County Council Planning Meeting held in the village last November. He would present it at next month's Parish Council meeting.

The Traffic Plan adds the greatest value to addressing Villager's concerns when it is aligned with the Neighbourhood Development Plan

Keith Lawton

Chairman