



Minutes from Steering Group Meeting
Albury Village Hall Memorial Library
Minutes 29th January 2020

Present:

Steering Group: Andi McCann, Brad Garrod, Clive Mingo, Gerry Parsons, John Brockwell, John Rowland Nick Swartout, Nicola Aldridge, Peter Gellatly, Sally Blake, Sandra Dennis (Chair), Tim Wall

Apologies: Frances Breslin, Gabi Cutayar, Gareth Howell, Liz Bailey and Stu Bevans.

Observer: John Rowland Chairman Albury Parish Council

In attendance: Julia McClung

Welcome

- Nick Swartout and Hamish Guest have joined the Steering Group.

Declarations of Interest

- The SG agreed that if a site-specific housing policy is included in the APNP, any member with a personal prejudicial interest which may cause bias, will not be able to vote.

House-Keeping

- A collection of background documents and maps have already been uploaded to the APNP website (www.alburyparishneighbourhoodplan.org).
- SG working documents will be stored on the closed pages (APNPSG). All SG to sign up to Members Area on website.
- Questions to Jon Dowty should be channelled through JMClung/Sandra Dennis to minimise duplication. Ideally queries should be in writing to avoid miscommunication.
- It was agreed that members would treat any sensitive information and the process of producing the NP in a manner that is mindful of good community relations.

Adoption of Proposed Policies & Establishment of Sub-Groups

- The SG discussed the list of proposed policies in the Vision Note; and agreed which to include in the APNP. They agreed who would work on each policy. Details of the Policies and the work required from each group is attached. A summary of the agreed policies and working members is as follows:

1. **DESIGN & HERITAGE – Hamish Guest, Stu Bevans,**
2. **GREEN INFRASTRUCTURE & ENVIRONMENT – Sally Blake, John Brockwell, Gareth Howell +1**
3. **COMMUNITY FACILITIES – Tim Wall, Clive Mingo +1**
4. **TOURISM – Peter Gellatly, Andi McCan**
5. **RURAL ENTERPRISE – Nick Swartout, Brad Garrod, Gerry Parsons**
6. **TRAVEL – John Brockwell, Nicola Aldridge, Fran Breslin, Gaby Cutayor**

ACTIONS

ALL

7. **GREEN FOOTPRINT** – All working groups to provide input as part of their designated area.

The Steering Group agreed to include a policy or recommendations regarding how the parish can manage its carbon footprint going forward.

Housing Policy (NDO/CRTB)

- This policy was not formally adopted as more information is required. The SG agreed that given the Housing Need identified in the Albury Parish Housing Needs Survey 2018 that further consideration should be given to the possibility of meeting that need through either an NDO or CRTB. However, unless Albury landowners are willing to embrace this it will be very difficult for the SG to proceed.
- SD to write to Michael Baxter to ask if the Estate is interested in moving forward with discussions about NDO/CRTB. If so, SD to invite him to the next SG meeting. SD will also write to other landowners in the parish along similar lines.
- It was also noted that NDO/CRTB can be used for business enterprise and parish amenities and these options should also be discussed with landowners.

Next Steps

- Sub-Groups to meet and identify what information needs to be collated/researched to support policies. [Please see Policies, Sub-Groups and Next Steps document (attached).]
- Sub-Groups to give quick progress at next meeting (Thursday 26 February) with a view to having a first draft of the required short reports in two months.

Sub-Groups
Sub-Groups
Sub-Groups

Recruitment

- The SG agreed that if additional resource is required each member will try to recruit a friend or family member to help with collating of evidence.

All

Photography

- Sub-Groups to take photos for their policies as they proceed with their research. Additionally, it would be good to build a gallery of significant views around the parish, including landmark views and historic buildings, to use in publicity and on the website. Sub-Groups to take the photos and submit them with their presentation document

Sub-Groups
Sub-Groups

Appointment of Deputy Chair

- Clive Mingo was elected as Deputy Chair for the Steering Group.

Monthly Meetings

- Regular SG meetings will be held in the Memorial Library on the last Wednesday of every month, unless otherwise advised.

Date of Next Meeting:

- Thurs 26 February at 7.30pm.