

TARRINGTON NEIGHBOURHOOD DEVELOPMENT PLAN

STEERING GROUP

Minutes of the Inaugural Meeting of the Steering Group held on Wednesday 15th January 2014 at 7.30p.m. in the Lady Emily Community Hall, Tarrington

1. **Members Present**

(in alphabetical order)

Anthony Bush

Paul Butler

Maggie Daron (member of Tarrington Parish Council)

Jeanette Forrester

Robert Hodges (chair of Tarrington Parish Council)

Veronica Hodges

Sandra Langford

Steve Smith

John Tallis (member of Tarrington Parish Council)

Janette Ward (member of Tarrington Parish Council)

Eileen Whiting

2. **Apologies**

John Hodges (member of Tarrington Parish Council)

3. **Introduction**

The meeting was led by J. Tallis. He welcomed everyone to the first Steering Group Meeting for the Neighbourhood Development Plan and asked everyone present to introduce themselves to the other members of the group. J. Tallis explained that, according to the terms of reference provided by Herefordshire Council, the Steering Group was to be made up from '*a good cross-section of the community, including parish councillors nominated by the parish council*'.

4. **Volunteers/Nominees for Roles**

- a. Chairperson – J. Tallis volunteered his services and was duly elected as Chairman.
- b. Secretary – M. Daron volunteered her services and was duly elected as Secretary.

- c. Treasurer – There were no volunteers for this post so J. Tallis will take responsibility for this role until such a time when a treasurer can be appointed.

5. **Brief Status Report**

J. Tallis provided an update of actions that have already taken place. The application for the identification of the Neighbourhood Area (through the definition of the parish boundaries) for Tarrington's Neighbourhood Development Plan was submitted on 11th November 2013 and, following the appropriate consultation period, the Neighbourhood Area was approved on the 9th January 2014. It was noted that Tarrington Parish does not include Stoke Edith which is a separate parish. A grant of up to £7,000 can be applied for to support the funding of the production of a Neighbourhood Development Plan. The money will initially be given to the Parish Council. J. Tallis will discuss this matter with Dave Tristan (project developer officer for Hereford Council) and apply for the grant. The application for the grant needs to be submitted at a meeting on 28th January. J. Forrester will assist J. Tallis with this application.

J. Tallis and J. Forrester have been allotted places on a residential course in Oxford to receive training about Neighbourhood Planning. (3rd – 5th April) If it is felt appropriate other people could be substituted.

J. Tallis made available the following documents (available on the Herefordshire Council website) to all present:-

A map showing all the parish boundaries in Herefordshire, illustrating the progress that parishes are making regarding the production of neighbourhood plans

A more detailed map of Tarrington and adjacent parishes
Neighbourhood Planning Guidance Notes

At a later stage in the meeting R. Hodges showed members of the group a map illustrating the ownership and constraints of land availability in Tarrington.

6. **Process Discussions and Planning Issues**

J. Tallis invited all present to contribute to a discussion about the issues which need to be considered by the members of the Steering Group. A lively and constructive discussion ensued to which every member of the group contributed. The main concerns can be summarised as follows:-

1. The challenge of representing the views and considering the needs of a wide cross section of residents
2. The need to engage both the farming community and residents who are establishing small businesses in the parish

3. The challenge of ensuring the future development of the village through attracting the growth of small businesses and encouraging young families to live in Tarrington
4. The difficulty of realistic long term and forward planning for the future of the village given the following constraints:-
 1. Limited finances (both nationally and locally)
 2. Lack of land availability suitable for the development of new housing
 3. The difficulties associated with building new affordable housing, in context with recent demands placed on property developers
 4. A lack of amenities in the village (ie. no school, no shop, no post office, no doctor) none of which are likely to be reinstated unless there is a substantial increase in the size of the parish population

7. **Outline of Timeframe Plan**

J. Tallis gave all present a copy of a timeframe which he has produced to support the completion of the Neighbourhood Plan. In addition to those listed on this plan, all members of the group agreed to participate in the following two initiatives:-

1. Write a Vision Statement to be discussed at the next meeting. To quote from the Hereford Council guidelines, the 'vision' should be '*an overarching statement or series of statements, describing your area in 15-20 years time. It may cover what the area will look like, what facilities will be provided and what it will be like to live in and work in.*' The vision and subsequent objectives should also try to meet 'SMART' targets, especially being mindful of what might be attainable and realistic. For further information, group members need to refer to the council guidance note 6 on Neighbourhood Planning entitled 'Developing a Vision and Objectives'.
2. There will be an opportunity for everyone in the Tarrington community to attend a day's event to acquire useful information, make personal statements and to contribute to the process of producing the plan. The day's event, which will be organised by members of the Steering Group, will be called the **Planning for Tarrington Event** and will take place on **Saturday 22nd March.**

8. **Allocation of Tasks or Actions (to take place before the next meeting)**

J. Tallis will contact D. Tristan and J. Tallis and J. Forrester will complete the funding application.

A. Bush will contact Rupert Foley to ask for his support in the production of the plan.

J. Tallis will contact Richard Bradstock to ask for his support in the production of the plan.

R. Hodges will contact Herefordshire Council regarding a possible update of land availability in Tarrington.

All members of the Steering Group will write a short Vision Statement and email these to M. Daron during the week following the meeting. Members of the group who do not have access to a computer can post their statement to M. Daron at Cirandus, Church Lane.

M. Daron will collate the vision statements and email or post them to all members of the Steering Group.

9. **Date for Next Meeting**

The next meeting of the Steering Group will be held on Tuesday 11th February.

(N.B. As M. Daron will be on holiday on this date, J. Ward has volunteered to take the minutes for this meeting.)