

**BRACKENFIELD NEIGHBOURHOOD PLAN  
MEETING OF THE NEIGHBOURHOOD PLAN GROUP  
AT THE CHURCH HALL, BRACKENFIELD ON MONDAY 6TH AUGUST 2018 AT 6PM**

**Present:** David Wakefield, Andrew Towler (Consultant), Stefan Priest, Martin Philips, Mike Edwards, Christine Edwards,

**Apologies:** Linda Walker; Caroline Wakefield, Neal Steeper, Peter Pilsbury, Keith Purvis, Michael Poole, Anne Edgar

**Minutes of the meeting on 6th July 2018:** Agreed.

**To receive a report on the key outcomes from the consultation events** (report attached).

- Andrew reported that the consultation event was very well attended on the Sunday with around 50 people visiting the Hall. Those commenting were in favour of the plan and a number of constructive comments were made, which are being taken into account in minor revisions. **Andrew will amend the summary of findings in the light of the discussion.**

**Updates on Plan documents:**

**Brackenfield Heritage and Character Assessment/ Historic Area Assessment** (including comments received from Historic England).

- Simon Taylor from Historic England has kindly read through the text of the document without reference to maps and pictures and said that it read well, conveying a good sense of place. He approved of the use of the Historic Area Assessment framework, combining historical and natural elements into one unified document.
- He suggested strengthening the document with a Gazetteer of buildings and a list of suggested further research. **Andrew and Rachel will complete this, with photos for the gazetteer supplied by Mike.**
- Simon also mentioned that post-plan, there may be the option of seeking designation of the whole area as a conservation area (covering the landscape as well as buildings) if the community was in favour.
- The question was raised of including Back Lane as a Character Area. **Christine and Mike agreed to look into it.**

**The Brackenfield Neighbourhood Plan (draft)** (to consider any further amendments including in light of the outcomes from the consultation events).

- There is broad agreement with the proposed policies and only minor corrections to the text suggested, which **Andrew and Rachel will revise.**
- **Stefan will write the Foreword including thanks.**

**Important views report** (to confirm the final list to go forward in the Plan).

- There was some discussion, resulting in 11 of the views from the draft list of 19 being selected with evidence as to why they are important. **Christine will forward details to Rachel and Andrew.**

## **Historic Development Map (check)**

- This was checked and agreed. **Rachel and Andrew will look at the colour key to ensure that the differences are clear.**

## **Important local character buildings, structures and sites (to confirm any revisions following the outcomes from the consultation events).**

- The list was agreed.

## **Statutory and other consultees (to consider groups and bodies to be consulted at the formal draft consultation stage).**

- Andrew explained that once the steering group sign off the Plan, hopefully at the September meeting, the next step is for it to be approved by the Parish Council and then to be submitted for a six-week consultation period. There is a list of around 50 stakeholders who need to be consulted. **Andrew will add the NFU and adjoining Parish Councils.**
- **Martin will inform the Clerk that he wishes to update the PC at their meeting on 10<sup>th</sup> September and will circulate the pre-consultation draft plan and require responses by 17<sup>th</sup> September.**
- Up to this point all documentation has been uploaded to the Brackenfield Village Association website as the Parish Council website was not up and running at the start of the process. **Martin will consult Richard Smith about uploading or linking the plan to the BVA website and will check if it can be linked to the PC website as well.**
- **Christine will include information in the September Brackenfield Bulletin**
- It will be necessary to write to those whose properties have been identified as character buildings to explain what this means and that it is nothing to do with listing.

## **Budget/Finance (to receive an update on financial issues).**

- Andrew summarised the current budget position, which is on track. There are sufficient funds available to purchase a projector and IT support to assist with consultation and post-referendum engagement and any printing costs.

## **National Planning Policy Framework (to consider the implications of the revised NPPF published in July).**

- Andrew explained that if the Plan is submitted for inspection before January 2019 it will be tested against the old framework. If after this date, the revised framework will be in place.

## **Next meetings: All at Brackenfield Church Hall at 6pm**

4<sup>th</sup> September; 2<sup>nd</sup> October; 6<sup>th</sup> November