

ORCOP PARISH COUNCIL
NOTES OF THE NDP STEERING GROUP MEETING

Monday 18 November 2019

10.30hrs

at

Orcop Parish Hall

Present: Margaret Serle [Chair], Mick Murphy, Graham Bowen, Margaret Bowen, Barry Shaw, Dot Shaw, Peter Garratt, Mark Hearne (Parish Clerk) and David Nicholson (Planning Consultant)

Apologies: Ben Thomas

1. Declarations of Interest – None.
2. Notes from the last NDP Steering Group Meeting [SG] on 4 November 2019 were accepted subject to the inclusion of a request to establish the original distribution of the “call for sites”.
3. **Matters Arising** – None reported.
4. **Questionnaire**
 - a. It was agreed that the questionnaire would be printed double sided.
 - b. It was agreed that householders would be invited to post back their completed questionnaires rather than being collected by SG members.
 - c. An article covering the issuing of the questionnaire will appear in the December edition of the Parish Magazine. This will be accompanied by notices on the website and noticeboards and Orcop-Alive.
 - d. David Nicholson offered his thoughts on the questionnaire and offered a series of amendments. He advised against including a question on settlement boundaries in the questionnaire. Similarly, he counselled against including a question on a further “call for sites” exercise as any decision on this will be informed by the output from the questionnaire itself.
 - e. David Nicholson will confirm his proposed amendments to the questionnaire via tracked changes. Further work on tidying up the fonts, colours etc is required plus the inclusion of photographs and a map.
 - f. A final proof copy will be forwarded to David Nicholson prior to printing.
 - g. The questionnaire and covering letter (& FAQs) will be printed by PIP, based in Hereford, as soon as it has been signed off.
5. **Settlement Boundaries** – David Nicholson expressed the view that it would be preferable to complete the work on the questionnaire before considering the issue of the settlement boundary. Using information from the questionnaire plus the Housing Delivery Report

which will be authored by David Nicholson the SG will be much better placed to open discussions with Herefordshire Council.

6. **Assessment of “Missing” Sites** – Barry Shaw and Mick Murphy have assessed the “missing” site as amber, based on the outputs from the criteria supplied by AECOM. Both Barry Shaw and Mick Murphy were thanked for undertaking the assessment.
7. **Errors in AECOM Report** – There was a brief discussion on the errors in the AECOM report. David Nicholson commented that the significance of these issues will decline in importance as the process moves forward.
8. **Next Steps** – To complete the final touches to the questionnaire and introduction and organise the associated publicity which will include notices on the website, noticeboards and Orcop A-live.
9. **Date of Next Meeting** – It was agreed that the next meeting should be open to the public and would ideally take place after the outputs from the questionnaire had been collected and analysed.