



**ALCESTER NEIGHBOURHOOD PLAN REVIEW STEERING GROUP MEETING
WAS HELD ON 01 OCTOBER 2024 AT 10.30AM
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

Andrew Matheson (Chair), Cllr Kathryn Cargill, Cllr Mike Bowe, Dave Wall, Carl Buxton, Andy Mann and Town Clerk, Vanessa Lowe.

Public participation at discretion of chair

None.

1. Apologies

Apologies were received from Cllr Wendy Mills (Vice Chair), Colleen Chester, Ian Greig and Ben Jones.

It was noted that Kevin Bell had withdrawn from the Group due to personal circumstances.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of last Meeting

Approved and signed by the Chair.

4. Review of the scope of current NDP policies in the light of current and future local needs, national policy and Stratford-on-Avon District Council strategic policies.

With the assistance of Colleen Chester, the Town Clerk had prepared a list of outstanding issues and requests for information. This list was discussed and action agreed as follows:

No.	Date of meeting	Issue/request	What needs to be done?	Progress/Agreed action
1	20/02/24	CLW1 – list of facilities required	Colleen to produce list	Done. Map required. ATC to produce a map or refer to SDC spatial mapping team.
2	20/02/24	New Local Green Spaces – Land adjoining Old Stratford Road Allotment sites particularly Bleachfield St north	Assessment required	Refer to consultant.
3	26/03/24	New Local Green Spaces – Bloor Homes play areas Bowls Club	Assessment required	Refer to consultant.
4	26/03/24	Information on natural flood management schemes locally	Contact Susan Juned	Update awaited from Cllr Juned.
5	26/03/24	Road safety data and bus survey	Road Safety Working Group	Received – sent separately. No further action required.
6	26/03/24	Car parking project	With the Civic Society	Awaiting update from Civic Society.
7	29/04/24	Empty shop unit – 25 High Street	Owner to be contacted	Letter sent. No response.
8	29/04/24	Update on The Three Tuns Possible screening	Contact Susan Juned	Deadline of 7 th September has passed and SDC officers are arranging a site inspection. Discussion about possibility of a policy requiring screening of sites like this – refer to consultant

9	29/04/24	Moorfields School site	Steering Group to look at options	The Town Clerk is expecting to be invited to a meeting with John Careford, SDC Planning Policy Manager. Agreed to await input from SDC before looking at options for the site. Noted the site is in Flood Zone 3
10	29/04/24 + 03/06/24	Register of brownfield sites	Contact SDC	No response from SDC. No sites listed on SDC website
11	29/04/24 + 03/06/24	Update on school places	Contact WCC	Received – sent separately. No further action required.
12	03/06/24	Update of destination benchmarking survey	Contact SDC or WCC	No updated surveys available. As an alternative – see Retail & Town Centre Uses Study – link sent separately. To be referenced in updated NDP.
13	01/07/24	List of those interested in self build plots	Contact SDC	No response from SDC.
14	01/07/24	Invite Sarah Brooke-Taylor from WRCC to present to the group	Invite WRCC	Done.
15	05/08/24	Garage sites	Identification and assessment	Deferred to next meeting.
16	05/08/24	Call for Sites for affordable homes	In newsletter	Town Clerk to write to other landowners directly. Town Clerk to contact Sarah Brooke-Taylor regarding the Broad Lane caravan site and Ferncumbe House, Kings Coughton. Note: both sites confirmed to be outside WRCC's remit as not in BUAB. Discussion regarding former caretakers house at the Greig site.
17	03/09/24	Local List of heritage assets	Invite SDC officer Liaison with Civic Society Appeal in newsletter for nominations	Awaiting response from SDC.

Additional potential policies were discussed as follows:

1. Policy to promote hospitality in the town particularly pubs requiring former pubs to be used for commercial purposes.
 2. Allocation of Minerva Mill site as business/commercial use.
- Both issues to be referred to NDP consultant.

5. Next steps

Agreed that Town Clerk will contact the NDP consultant used previously and seek a quotation for the work required to update the NDP. Can then apply for a grant from Locality to cover the costs.
Next meeting to consider garage sites – see item 15 above.

6. Date of next meeting

Tuesday 12 November at 10.30am at Globe House

