

NDP Correspondence Review WG meeting note of 15/12/20

Andrew De La Haye was appointed Coordinator.

NDP inputs are received via: -

- NDP email address (being the repository of 90% of inputs received)
- Clerks email address
- Comment form on NDP website (these automatically appear in the NDP email address)
- NDP Facebook Page
- WPC Facebook Page

It was felt that we should funnel the inputs to the NDP email address and it was agreed to do this by: -

1. Any emails received by the Clerk will be forwarded to the NDP email address for the WG to draft responses to be sent by the Clerk.
2. Bob Puzey will put a notice on the NDP Facebook page directing any comments that members of the public want a response to, be it a question or point of view, be made via the comment page on the NDP website which will then be in the public domain.
ACTION: - Bob Puzey
3. Bob Puzey will liaise with Karen Chin regarding comments on the WPC Facebook Page.
ACTION: - Bob Puzey

It was felt that the best way to record the inputs was to continue with the existing log which Andrew De La Haye will collate and draft responses for prior to further meetings of the WG. This log will have all personal information redacted (i.e. email address, telephone numbers, postal addresses and signatures) and will be used to form part of our evidence base when we come to Reg 14. Note: - Where emails are very long the log will contain an appraise which will point back to the original email trail.

It was agreed that the backlog of emails older than 4 weeks would begin: -

Apologies for the delay in response to your communication, the NDP process has undergone some disruption and re-organisation which resulted in the delay.

Most of the responses will consist of one or more of the following boilerplate responses. For any response which is more complex the WG will approach the committee for approval and where clarification on technical issues are required the WG will confer with our consultant prior to approaching the NDP committee for approval. Responses will then be sent to the Clerk to send.

- a) *Thank you for your input the contents of which are noted.*
- b) *Thank you for your views which are noted.*

c) *Thank you for your comments which are noted. The NDP only assesses sites and does not deal with specific planning applications so we cannot comment on this.*

d) *Results of the site assessments are available at <https://walford-ndp.co.uk/project-documents/the-neighbourhood-plan/>.*

e) *There will be a public consultation to present the results of this report soon, details of which will be published on the NDP website as soon as possible and circulated throughout the parish.*

f) *The NDP does not deal directly with such projects but we will pass on your suggestion to the parish council*

g) *Thank you for your suggestion about appropriate development sizes for our NDP. We will take your ideas into account.*

h) *Thank you for your question. We are looking for views, verges and local heritage assets that may be worth preserving via the NDP policies.*

i) *The NDP is being progressed via a committee which is meeting regularly to discuss matters. You can find information on access to, and dates of, meetings on the parish council website.*

j) *The site assessment report is only one step in the process and does not confer approval of any site. The parish council will now discuss and decide on the best housing option in the next few weeks and this will go into the draft NDP. When the draft NDP is submitted to Herefordshire Council there will begin a year long procedure of quality checking before the NDP is formally adopted.*

The original emails will be forwarded to the Clerk with the response for him to send on. The Clerk will copy in the NDP email address so that Andrew can complete the log with an accurate date of reply.

It was agreed that Bob Puzey would put a notice on the comment form on the NDP website to the effect that all comments made would be in the public domain in order to comply with GDPR.

ACTION: - Bob Puzey