

Notes of NDP SG meeting held online at 7:30 pm on Tuesday 1 November 2022

Present: - Andrew De La Haye, Chris Barron, Ruth Dolman

In Attendance: - Bill Bloxsome and one members of the public

1. Apologies: Apologies were received from Joanne Akers and reason accepted.

2. Declarations: No declarations of interest or written applications for dispensations were received.

3. Minutes: The notes of the previous meeting held on 18 October 2022 were approved.

4. Review Progression to Examination Document.

Bill had updated the document with the results of the last meeting and circulated it to SG members. This was reviewed and slight amendments made. The housing list had not been received from HC so it was agreed to change some of the wording to indicate that the comments concerning these were subject to confirmation of the housing numbers from HC and if their list is received in time and is contrary to their figures then the list can be sent with the response or WPC can suggest an amendment to the paragraphs in question.

The Memorandum of Understanding between WPC and RTC had not been posted onto the NDP website. Chris Barron agreed to ask Bob Puzey to upload, and once uploaded forward the link to Bill so he can add this to the document..

ACTION: Chris Barron

5. Review of housing figures.

Despite agreeing to supply a list of the revised housing numbers HC failed to supply a list for the SG to review and check. Bill agreed to contact Carla Johnston at HC on Wednesday to chase explaining that the list is needed by Thursday.

ACTION: Bill Bloxsome

Andrew has a table of planning applications since 2011 which he agreed to circulate to aid reconciling HC list once received.

ACTION: Andrew De La Haye

6. Review of Examiners.

A list of 3 examiners had been received from HC. As all of these are well qualified, experienced Examiners, who have worked in Herefordshire before, and have experience in working in AONBs, the only difference is distance from their bases to Walford. It was felt that the best advice to pass to WPC would be to suggest they choose the Examiner who has the earliest availability. Andrew agreed to do this in the form of his NDP Update Report to WPC for circulation by the Clerk.

ACTION: Andrew De La Haye

It was agreed that Ruth would ask the Clerk to send an email to Sam Banks at HC requesting confirmation about each examiners availability, required before the EM scheduled for Wed 9 November.

ACTION: Ruth Dolman

7. Plans for the WPC EM.

A room has been booked at the Inn on the Wye for 7:30 pm Wednesday 9 November.
Bill Bloxsome agreed to attend virtually, Chris Barron agreed to set up a computer link.

ACTION: Chris Barron

It was agreed that Andrew would pass all the documents being worked on by the SG to the Clerk together for circulation to all Councillors, the documents are;

Response to Progression to Examination Document (Once amended by Bill)
Examiners CV's and Application Forms (Once Chris has converted all to pdf)
Andrews NDP Update Report

**ACTION: Andrew De La Haye
Chris Barron
Bill Bloxsome**

Joanne had requested in her apologies for absence that the SG consider items for the agenda. It was agreed that Ruth would send three items to Joanne and the Clerk, namely; to consider and approve an Examiner, to consider and approve a response to the Progression to Examination document, and to consider and approve delegation to the SG to respond to any questions or fact checking in relation to the NDP document for the Examiner should they occur because Examiners usually put a very short timescale to receive a reply about 2-7 days.

ACTION: Ruth Dolman

8. Update on Project Plan.

Chris Barron reported that any changes to the Project Plan will be dependent on who is appointed Examiner, when they might start, how long they might take, if they ask any questions or for any facts to be checked, and if they advise any changes to the NDP. The current plan will stand until more of these items are known.

9. Public Participation Session.

Bridget Vine raised a query regarding the documents and recommendation, Bill responded that it was a good sign that HC had made no comments about nonconformity. Bridget also questioned whether Examiners normally send questions or queries as they arise or in en bloc, Bill advised that these are normally received all together.

10. Items for next meeting agenda.

Instructions from WPC
Project Plan

11. Date of next meeting: To be agreed.