



**ALCESTER NEIGHBOURHOOD PLAN REVIEW STEERING GROUP MEETING  
WAS HELD ON 16 JANUARY 2024 AT 10.30AM  
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

**Present**

Mr Andrew Matheson, Andy Mann, David Wall, Ian Greig, Mrs Colleen Chester, Cllrs Mike Bowe, Wendy Mills, Kathryn Cargill and the Town Clerk, Mrs Vanessa Lowe

**In attendance**

Ms Sarah Duran, Deputy Town clerk

**1. Introduction- Cllr Mike Bowe, Chair Planning Committee** outlined the rationale for the formation of the group.

**2. Apologies**

Mr Kevin Bell

**3. Declarations of Interest**

None. Declarations of Interest Forms and guidance notes circulated for completion outside of the meeting. Completed hard/digital copies are both acceptable- to be returned to the Town Council offices.

**4. Membership of Steering Group**

All present and those who sent apologies, Mr Kevin Bell, having registered an interest would be members.

**5. Election of Officers**

Mr Andrew Matheson nominated as Chair, proposed by Mrs Vanessa Lowe and seconded by Cllr Kathryn Cargill. Unanimous vote of approval.

Cllr Wendy Mills nominated as Vice Chair, proposed by Cllr Mike Bowe and seconded by Cllr Kathryn Cargill. Unanimous vote of approval.

Cllr Mike Bowe left the meeting and Mr Andrew Matheson took the Chair.

**Public participation at discretion of chair**

The Chair invited questions from members.

**6. Terms of Reference-** approved.

**7. Planning policies hierarchy**

Cllr Wendy Mills circulated a useful handout showing where the Alcester Neighbourhood Development Plan (ANDP) sits within the planning policy hierarchy. The review of the ANDP will also need to take into consideration the emerging South Warwickshire Local Plan (SWLP). The ANDP 2021 Summary of policies booklet was distributed.

Useful planning information links:

Town Council [website](#) and SDC [Planning Policy](#) webpage

**8. Introduction to the review process**

See Terms of Reference Appendix. The ANDP will need to be looked at against higher and emerging policies. Current policies will need to be reviewed and evidence updated/sought from perhaps a new Householder Survey (previous survey undertake in 2015). The ANDP has the power to allocate land for development and this is something that may wish to be considered. Minor changes to the ANDP will not result in a further referendum compared with any major changes.

The Town Clerk reported that she has been given some information by the Civic Society with respect to car parking for consideration in the review. Mr Andy Mann would like to strengthen the flood risk aspect of the ANDP. Mrs Colleen Chester enquired as to whether it was appropriate to enter a dialogue with other Parish Councils or whether other Parish Councils with NDPs were undertaking reviews. The Chair confirmed that other adjacent parish councils do not have NDPs so will not be

undertaking reviews. Bidford on Avon Parish Council do not appear to be undertaking a review of their NDP yet (made in 2017). The Town Clerk confirmed that Kinwarton Parish Council were approached previously but there was no appetite at that time for a joint NDP. The Planning Committee are looking at land availability in the parish but are constrained by the Green Belt. Mrs Colleen Chester suggested that the Planning Committee should keep the Review Steering Group briefed regarding the land availability study as it directly affects the Group's role in considering development site allocations.

If flood defences were improved this could potentially release more land. Adjacent parish councils may be approached during this process.

#### **9. Next steps**

The ANDP Review Steering Group will need to work through the existing plan and policies and consider the impact of the emerging SWLP. It was agreed to start with sections of the ANDP- Natural Environment and Community, Leisure and Wellbeing. Members requested to read these sections and bring back any comments to the next meeting. Mr Andrew Matheson to look at any relevant national policies. Members may wish to consider any additional Local Green Spaces since the ANDP was adopted in 2021 and to look at other NDPs such as Bidford on Avon or Southam. Ms Sarah Duran to forward evidence of the use of ANDP policies in the planning context.

#### **10 Date, time and form of next meeting**

In person meetings arranged for Tuesdays 20 February and 26 March 2024 at 10.30am in Globe House. Mrs Vanessa Lowe to clerk in the absence of Ms Sarah Duran.