



**ALCESTER NEIGHBOURHOOD PLAN REVIEW STEERING GROUP MEETING
WAS HELD ON 10 JUNE 2025 AT 10.30AM
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

Andrew Matheson (Chair), Cllr Kathryn Cargill, Cllr Colleen Chester, Cllr Mike Bowe, Andy Mann, Ian Greig and Town Clerk, Vanessa Lowe.

Public participation at discretion of chair

None.

1. Apologies

Apologies had been received from Cllr Wendy Mills (Vice Chair).

2. Declarations of Interest

Cllr Mike Bowe asked for it to be noted that his house was included in the Alcester Conservation Area Character Appraisal as one of the buildings which could be included in a "Local List" – agenda item 7.

3. Minutes of last Meeting

Approved and signed by the Chair.

4. Update on funding for Neighbourhood Plans

The Town Clerk reported that the Locality website still had no information regarding NDP grants for 2025-26. She had contacted Locality by email who had referred her to the MHCLG.

It was agreed that the lack of NDP funding was not fatal to the production of the reviewed NDP but would mean that consultants would not be able to be instructed and the professional benchmarking would not be undertaken. It was agreed to proceed with the review in any event.

Subsequent to the meeting a response was received from MHCLG that information about NDP grants would follow in due course.

5. To agree next steps to produce revised version of the Neighbourhood Plan.

The Chair offered to produce a marked-up version of the NDP to take in the proposed amendments agreed by the Group. This was agreed, with thanks.

6. Update on potential affordable housing sites.

The Town Clerk reported that Sarah Brooke-Taylor of WRCC had considered the potential affordable housing site near Whitehall Farm but had concluded that it was not suitable for affordable housing as it was in the flood plain.

The Town Clerk also reported that Sarah Brooke-Taylor was still awaiting a response from Orbit on the garage sites having received contact details from Cllr Susan Juned. The Town Clerk was asked to approach Orbit directly too.

It was agreed that it would be useful to establish how many of the garages were actually occupied – Ian Greig will pass on contact details to the Town Clerk.

It was agreed that in view of the timing of the South Warwickshire Local Plan it was not sensible to seek to allocate affordable housing sites in the reviewed Neighbourhood Plan.

7. Update on Local List

Ian Greig had circulated a useful paper on the production of a Local List following a meeting with Ben Wallace at the Historic Environment Record. Ben had shared the HER's previous experience in working with Brailes Parish Council. Ian had looked at other NDP's in the District and shared the wording agreed in the Salford Seven Neighbourhood Plan by way of example of a suitable policy.

It was agreed that the Group would proceed with the Local List project. Colleen shared the document from Historic England - "Good Practice for Local Heritage Listing" which mentioned Warwickshire HER as a case study for using social media to engage with the public. The Town Clerk will make further enquiries with Warwickshire regarding this process and how successful it was.

It was agreed that the Alcester Local List process could follow that used by Warwick District Council which covered buildings and other structures; designed landscape and place and archaeological monuments and sites.

It was agreed that Ian Greig would put together some suitable criteria and apply these to 6 buildings etc in Alcester by way of case study.

It was agreed that it was important to involve the Civic Society and the Local History Society in this process. Ian is a member of both and will share the plan.

It was agreed that the Steering Group would look to publish an article in the September ATC newsletter to ask the public to submit suggestions.

8. Date of next meeting

Tuesday 5th August 2025 at 10.30am at Globe House