

Balsall and Berkswell NDP Steering Committee

(16th March 2016)

Minutes of meeting of 16th March 2016 held in the Westlake Room, Balsall Common Village Hall

Present	Apologies received for non-attendance
Keith Tindall (Chairman) (KT) Liz MacDonald (LM) Andrew Burrow (ASB) (Secretary) Will Heard (WH) Andrew Livingstone (joined after being co-opted) Vince Ritters (joined after being co-opted) Shafim Kauser (Clerk)	Received and accepted from:- Emma Tinsley (ET) (SMBC adviser) Wendy Wilson (WW) Jeanette Mcgarry (JM) Kay Howles (KH)
Members of the Public	Not in attendance
11 members of the public	Malcolm Hickin (MH)

Headings are those set out in the Agenda

Ref	Item	Action by
1	Apologies – See above	
2	<u>Declaration of Interest - Pecuniary and/or non-pecuniary</u> None	
3	<u>Approval of minutes of meeting of Balsall and Berkswell NDP Steering Committee on 28th November 2015</u> The Minutes were approved and signed by the Chairman as a correct record	
4	Matters arising PC's to set meetings to meet the Consultation deadline for Issues and Options – Local Plan Review It was confirmed that both Parish Councils have submitted responses to the consultation Organise a public meeting in early January to seek community views A public meeting was held on 11th January 2016 at the Village Hall and was well attended by residents. A note of the comments made at the meeting is annexed at Appendix 1 No information on asking Angela Jane to join the committee. MLM to follow up Cllr Marie-Louise Marsden is no longer on the Committee. Liz Macdonald has contacted Angela Jayne who is not able to join the Committee. She has suggested that Shane Collins is approached	ASB/LM/ WW/KH LM/WW/ ASB MLM

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	<p>Clerk to approach Shane Collins</p> <p>Matters arising from Previous Minutes</p> <p>Cllr Liz Macdonald advised that she is in contact with U3A to see if they can appoint a member to the Committee. It is one of the largest voluntary organisations in the parishes.</p> <p>Clerk to contact U3A to make a request for a volunteer to become a member of the Committee</p> <p><u>Business Owners Listing</u></p> <p>KT, JM, MH and KH to provide updated lists showing contact details. EH to send out reminder of what they should be doing.</p> <p>MH to produce a list of Farmers</p> <p>It was agreed to add this to the agenda for the next meeting as MH was not present at this meeting</p> <p><u>BC Festival Community Engagement</u></p> <p>MH to check out opportunities for conducting a similar exercise in Berkswell village and Temple Balsall/Fen End</p> <p>It was agreed to add this to the agenda for the next meeting as MH was not present at this meeting</p> <p><u>Communications</u></p> <p>JM would develop a regular communications plan using this approach calling on other members of the Committee for help</p> <p>Chair advised that JM had advised that due to work commitments she would no longer be able to attend meetings and would like to resign.</p> <p>It was agreed that this will be placed on the agenda for the next meeting for a member to take up this role as communication was very important</p>	<p>SK</p> <p>SK</p> <p>WH</p> <p>MH</p> <p>SK</p> <p>MH</p> <p>SK</p> <p>JM</p> <p>SK</p>
5	<p>Application for Area Designation – Confirmation of approval of the Neighbourhood Area by SMBC</p> <p>Chair advised that the whole of the two Parishes is the area to be covered by the Neighbourhood Development Plan</p>	
6	<p>Expert Appointment – To consider and agree the appointment of an expert consultant to assist with the preparation of the Neighbourhood Development Plan</p> <p>Chair referred to the presentation given by Neil Pearce. Chair advised that he feels that the Committee needs someone who knows and understands the subject to give leadership and direction.</p>	

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	<p>Chair felt that Neil Pearce would provide valuable advice and support to the Committee. Neil is working on a number of NDP plans and is also familiar with the position that we find ourselves in without an adopted Local Plan.</p> <p>A discussion took place regarding the appointment of an expert.</p> <p>All members agreed with the principle of appointing an expert.</p> <p>RESOLVED – That an expert is appointed to assist the NDP Steering Committee. Term of Reference to be agreed</p>	SK
7	<p>Strategic Plan – To agree a strategic plan to produce the NDP</p> <p>Clerk circulated a draft document produced following research undertaken. Clerk read out the document. This is attached at Appendix 2</p> <p>The matter was fully discussed with members putting forward their views and concerns regarding putting forward housing sites without having any details of housing numbers.</p> <p>RESOLVED - that the Clerk arranges a meeting with SMBC and NDP Committee members to obtain further information regarding the Local Plan Review, particularly housing numbers to allow the NDP Committee to inform the Community</p>	SK
8	<p>Solihull Local Plan Review – To agree a recommendation to Parish Councils that the NDP Steering Committee works with SMBC and the community regarding site selection and Housing numbers for the area</p> <p>It was noted that the Terms of Reference of the NDP and Scope of the NDP agreed by both Parish Councils allows for this to take place and no further action is required</p>	
9	<p>Identification of Issues – To agree issues identified to date and to engage with SMBC regarding the Solihull Local Plan Review regarding those issues</p> <p>Chair advised that Clerk has circulated an e-mail sent to SMBC advising of the issues identified to date. A copy is attached at Appendix 2</p> <p>RESOLVED – That the issues identified within the e-mail are agreed and the NDP shall engage with SMBC regarding the Solihull Local Plan Review and those issues</p>	
10	<p>Community engagement</p> <p>1.1. Public Meeting – To receive update and survey results</p> <p>A copy of the survey results are attached to these minutes at Appendix 1</p> <p>1.2. To accept analysis of Balsall Common fete residents input and</p>	

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	<p>Berkswell Village survey and to receive an update on Fen End survey</p> <p>RESOLVED – That the analysis of Balsall Common fete residents input and Berkswell Village survey is accepted and attached to these minutes at Appendix 3</p> <p>1.3. To agree a schedule of further actions to engage with the community and delegate/co-opt members to assist with this process</p> <p>It was agreed that ASB, WW and LM with the Clerk will help put together a schedule of actions to engage with the community</p>	LM/ASB/ WW/SK
11	<p>Website – A website is ready to be launched. Clerk to receive all information to be added to website</p> <p>Clerk provided an update. It was agreed that all members shall submit information that is to be added on to the website to the Clerk as soon as possible</p>	All members
12	<p>Calendar of Meetings for 2016/2017 – To agree forthcoming meeting dates</p> <p>A draft calendar of meetings was circulated. The meeting dates were agreed. It was also agreed that the timing of meetings shall alternate between afternoon and evenings.</p> <p>Clerk to circulate final list and get this advertised</p>	SK
13	<p>Membership to Committee</p> <p>1.4. To consider and appoint additional members to the Committee Nominations received from Mr Vince Ritters (Governor at Balsall Common Primary School) and Mr Andrew Livingstone (Vice Principal at Heart of England Secondary School)</p> <p>RESOLVED – That Andrew Livingstone and Vince Ritters are Co-opted and appointed as members of the NDP Steering Committee</p> <p>Clerk to provide new Councillors with information to date</p> <p>1.5. To consider membership and whether to increase membership to allow additional Parish Councillors to become members Committee to consider and decide who to add and if necessary consider review of Terms of Reference – To agree a referral of this issue to the Working Group to review the Terms of Reference and recommend amendments if necessary</p> <p>Clerk advised that Councillor Mark Tattum of Balsall parish Council wished to become a member of the Committee. Clerk referred to the Terms of Reference and current membership total. Clerk understands that the two Parish Councils and Committee must make any changes to</p>	SK

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	<p>the membership numbers.</p> <p>RESOLVED – That the Working Group shall review the Terms of Reference and report back to the Committee</p>	ASB/LM/ WW
14	<p>Grant Funding – To delegate authority to the Clerk to make a grant funding application to appropriate organisations</p> <p>RESOLVED – That the Clerk has delegated authority to make grant funding applications to appropriate organisations</p>	SK
15	<p>Car Survey – To consider and accept the survey work undertaken thus far and to agree further survey work to be undertaken</p> <p>Cllr Will Heard confirmed that a survey had been undertaken and he will circulate the survey results to members. The current position is that with the Partco and Co-op car parks, this allows the car parking to be managed</p> <p>WH to circulate survey results</p>	WH
16	<p>Date of the next meeting – The next meeting shall take place on Tuesday 12th April 2016 at 7.00pm in the Westlake Room, Village Hall, Station Road, Basall Common</p>	
	<p>The Chair opened the meeting to members of the public to participate</p> <p>Cllr Sheila Cooper asked if the meeting with SMBC will be open to the public. Chair advised that this may not be possible but details of the meeting will be reported back to the public.</p> <p>Chair advised that it is the intention of the NDP Committee to be open and transparent. The Committee is at the very early stages, however, we shall ensure the community are fully informed. It is important that we get feedback from the community</p>	

There being no further business the Chair closed the meeting at 15.26p.m.

Signed..... Dated.....

Keith Tindall

Chair

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Appendix 1

Local Plan Review Public Meeting (Balsall Common) 11/1/16

Public Opinion and Answers

Gary Palmer presentation and Qs

Q- Number of houses built in the last 20 years in Balsall Common

DB- 1500- to check

Q- Why less in the last 5 years (Solihull)

IC- recession

Q- %age of house types (affordable)

GP: 30-50%. I think that Balsall Common would be 40%

Andrew Burrow: summary options presentation and Qs

Criteria: accessibility, infrastructure and green belt

What are the challenges and opportunities of each option and options may not be exclusive

There is no current information as to how many houses each option would provide

Options based on the previous LDP, but the council was open for new options

Q- preference for brownfield or greenfield

IC: preference for brownfield as protecting greenbelt is a key part of local plan policy

Option A- high frequency public transport corridors and hubs

Q- bus to Solihull is long and infrequent

Q- transport does not go to where people need to go eg Heartlands hospital- you have to rely on people with a car

Q- why not put the houses where the jobs are?

Q- 70% of people in rural East commute and use cars- more houses would cause more car usage and exacerbate the existing road congestion. Many commuters do not go to Solihull- they go to Coventry and Warwick

Q- we are already on several rat-runs (M40/2 to Coventry, to Warwick) worsened by JLR at Fen-End. With HS2 this is only going to get worse. The focus needs to be as much as travel within the borough and not outside the borough

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Q- Station car park already over-full: could not cope with more

IC- 28 cars parked near Riddings hill the other day

Q- Balsall Common would be OK if high frequency transport was available, but it isn't

TDC- Need to balance houses with infrastructure: roads, trains, buses, schools, healthcare, sewerage

GP- The purpose of the consultation is to understand the issues associated with each option so that SMBC can start to understand how these could be addressed

IC- Balsall Common has better transport infrastructure than some other places

Q- Please name them

IC- Dickens Heath does not have a railway station

Q- Why is Meriden not a part of option A as the bus services are much better

Q- Why are the housing boundaries and schooling boundaries not the same

Q- Is consideration being given to school capacity including BC children having to go outside the catchment area and exclusion of children currently coming in

Summary- A does not focus on where the jobs are and the current poor infrastructure means that the already overcrowded roads will get worse, even more so with HS2

Option B- Expansion of Solihull

Q- Is there space?

Q- It makes sense to put houses near the jobs

Q- show of hands- 40% in favour of this

IC- there is already a significant housing allocation on this option

Option C- North Solihull

Q- important to look at the mix of housing- need more exec homes to encourage white collar workers to live there

IC- 1000 houses already built some regeneration possible an option, but there is not much space left. Around 50% affordable houses

Q- good public transport in North Solihull and that is where the majority of the jobs are

Q- what about the geographies either side of the N Solihull area

IC- on one side is Birmingham and the other N Warks

Q- why are we not working with those councils?

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Option D- Shirley Expansion

No views

IC- Blyth Valley park already has 600 houses in the plan

Option E- UKC and HS2 Hub

Show of hands- 50-60% agreement on this option

TDC- Jobs and houses together and main commuters will come from the north and east and hence not through BC- transport links would need to be strengthened

Q- HS2 does not include the provision of housing- how will this happen

IC- an amendment to the HS2 bill (HS2 due in spring). Work with the zoning on HS2

Q- IF HS2 is going to be a building site until 2025 then what happens in the interim as the transport in BC is going to get worse and houses cannot be built on the hub site

IC- we are looking at other options as well as this one

Q- if HS2 is aimed at strengthening the links to London does that not mean that the hub housing will be taken by people commuting to London and so the need for housing in Solihull will actually go up

Q- UKC will put more pressure on A452. What plans are in place to solve this given that the bypass has been removed from the plan

Q- why not combine options C and E- to make the best use of housing, jobs and transport?

Option F- Limited Expansion of Rural Settlements

Q- BC is creaking in all aspects of infrastructure. It is unrealistic to put more houses in without infrastructure to balance

IC- the parish would get income via the CIL, but there are limitations as to how that can be spent eg: bypass, primary schools would not be possible

TDC- there are talks of moving the primary school (built for 150 folk and now with 700). This would provide brownfield housing space and alleviate current parking problems

Q- Solihull has now signed up to be a part of a combined authority across the west midlands- what are the implications of this?

IC- this might be helpful but is a completely separate discussion. The combined authority is focusing on transport links and development of the Black Country which would require decontamination of land

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Q- IF HS2 is going to be a building site until 2025 then what happens in the interim as the transport in BC is going to get worse and how can you put more housing in BC with all the construction transport

Q- more housing in BC will subject more people to noise from aircraft

Q-building a bypass would create a defensible boundary up to which development could take place. Such development would be significant

Q-Jobs, transport links and constraints would suggest that this is not a good option and would be the start of a slippery slope as far as green belt erosion is concerned

Option G- Significant Expansion Rural Villages, Urban Area and New Settlements

Q- Given that the jobs are in N Solihull and Solihull, why not fill the gap up to the M42 border

IC- no station in that space

Q- If housing needs to be in the rural east, then why not use the quarries near Berkswell, which are due for reclamation

DB- agreement that they are due for reclamation

Q- Why not use the old Honiley airfield

IC- that is part of Warks not Solihull

Q- The previous bypass route was to the east of BC. With HS2 would there be space for the bypass or would it need to go on the west of the village?

Missing Options

Q- what are the implications of Brexit?

IC: there are none as the driver is people living longer and we have under-built in the last years not immigration

Q-can derelict housing be used in preference to new

TDC: yes

IC: it would not give the volume to solve the problem

Next steps

Response by 22/1/16

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Appendix 2

NDP Steering Committee – Strategic Plan

1. Develop an Objective Statement– need a statement that will become our banner
2. Identify Issues:-
 - a. The strengths and positive features of the neighbourhood – things that people value and would like to keep
 - b. The negative features of the neighbourhood – things that people don't like and would like to improve or get rid of
 - c. Those things that the neighbourhood doesn't have but which it would like to have

Must demonstrate that we have consulted with the community to identify these issues so very important to have structured public meetings, workshops, surveys to find this information

3. From identification of issues, decide which matters can be addressed by the NDP and those that cannot. Consider Local Plan policies and Strategic Plan to ensure that these do not conflict
4. Develop a Vision and Objectives based on the issues identified
 - a. **What is a Vision?** – It must be long term, or the period covered in the Plan i.e from 2011 to 2031 (this is because all the evidence data produced for Local Authorities is for this period)
 - b. It must be strategic so sets out the broader aspirations of your neighbourhood but not the detail
 - c. Describe what you want your neighbourhood to look like so an image can be formed of the homes, businesses, community facilities and open space that it will contain
 - d. Consider what land use and development challenges that need to be addressed over the period covered by the Plan
 - e. **What is an Objective?** - Objectives are more specific and set out the aims that the Neighbourhood Plan wants to achieve – so set out how to achieve the Vision
5. Ideally we should consult the Community on the Vision and Objectives and set this out in the questionnaires/survey to see if they agree with our Vision and Objectives.

Examples of objectives

To develop a vibrant and prosperous neighbourhood by encouraging development that supports a range of good quality jobs, businesses, shops and services that meet the needs of local people and protects and enhances the quality of the local environment.

To provide new and diverse leisure and recreational activities in order to promote healthy and crime-free lifestyles, particularly for youngsters.

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6. Sustainability Appraisal – Consider if this is needed particularly if we are looking at sites as we need to see if we meet the sustainability objective in the Local Plan
7. When you have developed the Vision and Objective Statement, then look at the options that would be most likely to deliver these. **THIS IS THE TIME WHEN YOU START TO LOOK AT THE SITES NOT BEFORE THE ABOVE STEPS HAVE BEEN CARRIED OUT**
8. The Options must be realistic and achievable and therefore it is important to discuss the matter with landowners/developers
9. This is the time to check with your Local Authority to ensure that the Options do not conflict with the Local Plan and whether any issues in the technical work carried out by the Local Authority may impact upon the Options
10. Consult on the Options – either with Community or by way of a public meeting. This must be undertaken

Questions you might ask when testing your options include:

- Have we identified the right options?
- Are there any options that we should have thought of that are missing?
- Which option(s) do you prefer and why?

This will help to reinforce the sense of involvement and ownership in the final Neighbourhood Plan. The local planning authority may be able to provide officers to help facilitate this process.

11. Develop the draft Neighbourhood Plan
12. Write up Policies - these set out the key components of development or land use that the neighbourhood plan will support and the criteria to be used

Possible types of policy include those which:

13. Allocate specific sites for development, setting out what the development should comprise (e.g. if you want housing to happen on a particular site, you may wish to ensure that the housing type is targeted at first-time buyers, or elderly people) and information about design (e.g. to ensure that it fits with local building styles and character, sometimes known as 'the local vernacular').
 14. Set out specific requirements for a piece of land, for example in relation to access, landscaping, play areas.
 15. Specify which locations will be protected from development, such as open space, nature reserves, allotments, historic assets, gardens.
 16. Seek to protect certain community buildings and land uses from changes of use, such as pubs and village shops.
 17. Are area based, for example setting out areas (and boundaries) that will be reserved for certain uses, such as shopping areas.
 18. Are general in nature, and will apply to all development proposals in your Neighbourhood Plan area, such as the maximum height of buildings, or the use of renewable energy.
19. Check each policy
 20. Check each policy against the agreed vision and objectives of your Neighbourhood Plan to ensure that they will help achieve the aspirations of the Plan and do not create any conflicts with any other policies. Also make sure that nothing important is missing in terms of addressing the vision and all the objectives in your plan.

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21. Produce a Proposals map showing which areas of land have been allocated for which uses including those areas to receive protection from development

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Appendix 3

Gary,

Further to the Balsall Common public meeting on 11 January 2016, chaired by Cllr Bell and attended by you, ward councillors and Cllr Ian Courts, I would like to confirm the views put forward by the residents of both parishes.

The overwhelming message was that Balsall Common cannot and should not be expected to take further housing development as the existing supporting infrastructure is already stretched. Any proposals for future increases in housing should only be done as part of a package that addresses and demonstrates a significant improvement to the village infrastructure.

The NDP process has already identified some of the infrastructure that requires substantive improvement and need to be addressed as a package if additional housing is to be proposed for Balsall Common. At this stage of the NDP the infrastructure issues include:

- the schools both are at or close to capacity on their constrained sites; the BC Primary school is now the largest in the Borough and has had to take a 4 form entry this academic year on a site which was originally designated for 150 pupils. When the Duggins Lane and Kenilworth Road sites (135 houses) are built and occupied this will put further pressure on places.
- parking is a major issue near the schools, in the village centre and at Berkswell station; without improvements this problem will be exacerbated
- drainage is an existing problem with the public sewers struggling to cope when there is heavy rain; our local brooks feed in to the River Blythe which is a recognised flood risk. New housing cannot discharge into Highways drains that drain into brooks that pass through other people's land (riparian landowners) without getting their approval - their rights are protected under the Land Drainage Act;
- lack of recreational facilities and children's play areas particularly at the eastern end of the village
- foot walks with broken pavements and overgrown hedges forcing pedestrians onto toads or sodden grass; no cycle ways to encourage our residents to opt for healthier travel options
- lack of superfamily broadband to support businesses being set up and run from the village, or home working;
- limited public transport (2 trains an hour to Birmingham/Coventry, 2 buses an hour to Solihull (1 goes to Coventry)) the bus times do not support commuters. This fails the Solihull Local Plan policy of having a reliable 15 minute public transport service. With HS2 the train service is expected to decline as more freight traffic uses the West Coast line. It was noted the Solihull Connected Green Paper effectively ruled out the village and the rest of the Rural East from any planned improvements

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to public transport. This means village residents will have to rely on cars and so will face the traffic constraints HS2 will cause on the local road network.

- the A452 through the village and on its approaches is already frequently congested. The Solihull Planning Committee has put additional HGV traffic on this route (JLR to its Honiley site, Sainsbury's deliveries to Dorridge) and when there are problems on the M40/M42 the time taken to get through geometrically increases as does the air pollution, noise and general deterioration of the environment of the village. As you know Solihull MBC took the planned bypass of the village out of the current Local Plan;

- the village community facilities are also at capacity and there is no general sports centre/community centre. For a large village this is a significant omission.

The above is not an exhaustive list and as part of the NDP process, we will be undertaking further consultations and obtaining views of the community. We will share this information to allow you to be informed of our intentions and views of the community.

As the NDP process is on - going we expect Solihull Officers to discuss proposals at an early stage so that our community's views are respected. It is our understanding that good practice councils are providing the top level housing numbers and enabling the community through the NDP to decide on sites. We trust that Solihull Council will adopt such an approach to demonstrate its commitment to show support of the Government's Localism policy

If you require any further information or have any queries, please do not hesitate to contact me.

Regards

Shafim Kauser

Clerk to Balsall Parish Council & Balsall & Berkswell Neighbourhood Development Steering Committee

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