

## **Ravensthorpe Village Design Statement Review Group**

### **Minutes of the meeting held on 26<sup>th</sup> November 2014**

#### **At 8.15pm at the Studio, Manor View**

- 1 Present: Richard Marsh (Chairman), Chris Freeman, Cliff Giles, Di Hayes, John Mott, Viv Rees, David Rees, Mary Worthington  
Apologies: Mike Cobb, Nick Ellison, Kay Lee
- 2 Introductions: The Chairman introduced the new members.
- 3 Minutes of the meeting held on 22<sup>nd</sup> Oct: The minutes were accepted as an accurate record of the meeting.
- 4 Matters arising:
  - 4.1 Communications Strategy

Members discussed the method section; as far as communications were concerned it was agreed that it is feasible and sensible to include a paragraph in each monthly newsletter, which could also include an invitation to our meetings. When draft guidelines are ready these could be circulated with the newsletter and views invited. A display in the village hall was agreed to be a good idea. The village noticeboard is not a good means of communicating anything of length – it was suggested that a notice on the noticeboard could direct people to the village web site which would be used for the more substantial documents.

In respect of consultation it was agreed that an open meeting would be held as soon as a good draft is available; this could be held, as last time, in the village hall and it might be possible to invite someone from DDC though it was noted there may be a cost to this. There was discussion about the various sub-groups of the community whose views might be sought – there are times when older people get together, there is a toddlers group, the WI and the Parish Council.

It was generally agreed that the strategy is appropriate.

- 5 Spratton Neighbourhood Plan: The Chairman noted that there are some points within this that we should take on board.
- 6 Review of draft sections:

It was agreed that it was not feasible to discuss each section in depth so it was agreed to discuss NE's comments and suggestions following which the individual drafts would then be rewritten.

#### Summary of comment and discussion:

- In future, for ease of editing, the documents sent to the Chairman should be plain text Word documents without colour or formatting.
- The new draft will be produced alongside a parallel copy of the original VDS annotated to show why changes have been made.
- Changes in guidelines need to have an audit trail
- We need to define what we mean by "Ravensthorpe" - the boundaries for the purpose of the VDS are the civil parish boundary excluding Coton; ie the boundary would run along the brook at the bottom of the valley and along the NE boundary of the reservoir.
- More detail is required on public open spaces
- More detail on footpaths including map(s)
- The village could be more specifically described area by area, maybe again using maps
- An updated list of businesses and numbers employed is required. There was discussion about what constitutes a business and was noted that there are quite a number of self-employed people in the village; It was agreed that we need a

number of businesses employing a number of people plus an indication of self-employed working from home. **Viv volunteered to start a list of businesses.**

- The comments sent to the Chairman by Mike Cobb were discussed and welcomed. **Richard agreed to send MC's comments to the other members.**
  - A village view needs to be sought on street lighting.
  - The issue of through traffic speed was discussed and it was agreed that this needs to be highlighted in the revision.
  - It was noted that Special Landscape Area status needs to be investigated further – does it still have meaning?
- 7 Next Steps: The Chairman suggested that contributors produce a draft of the text and guidelines for their section ,with a view to getting a complete draft in readable form by some date in January. This was agreed. This document would then be gradually refined and enhanced with a view to having a document to put to a general meeting in spring.

**Action: Those responsible for sections to produce text and guidelines for their section which can be referenced to the original VDs and to the Spratton neighbourhood plan.** (Please note earlier comment about plain text in Word. Any commentary which is not part of the proposed text to be in a separate document). Please take into account NE's comments and MC's comments. Those members without responsibility for a section will have input into the review process after the next drafts are produced. **Members were asked to circulate drafts beforehand.**

- 8 Any other business: There was none.
- 9 Date of next meeting: Weds 7 January 2015 at 8pm at The Studio, Manor View.
- 10 Finally thanks were expressed to David and Viv for proving excellent accommodation for the meeting, and especially for the tea and coffee.