



**MINUTES OF THE TOWN COUNCIL EXTRAORDINARY MEETING**

**HELD 20<sup>th</sup> AUGUST 2019 AT 7.00PM IN THE COUNCIL OFFICES AT  
25(A) LOAD STREET BEWDLEY**

**PRESENT**

Council Members      Cllr L Kearns – Deputy Town Mayor and Meeting Chairman  
                                 Cllrs S Billett, A Coleman, R Coleman, S Collingridge, L Davies, C  
                                 Edginton-White, P Gittins MBE, P Harrison, H Lacy, D Morehead, R  
                                 Stanczyszyn

In attendance:        Two Members of the Public  
                                 S Hudson - Town Clerk

**8909      MAYOR'S OPENING REMARKS**

The Deputy Mayor, Cllr L Kearns welcomed everyone to the meeting and read out a letter from Stuart Williams, Secretary of the Bewdley and District Horticultural Society, thanking the Council for their grant award of £500.

**8910      APOLOGIES FOR ABSENCE**

Apologies were received in advance of the meeting from the Mayor, Cllr J Byng.

**8911      DECLARATIONS OF INTEREST**

Members were reminded of the requirement to declare all interests.

None were received

**8912      COUNCILLORS' DISPENSATIONS**

None were received

**8813      PUBLIC QUESTION TIME**

**Members of the public.** Members of the public took the opportunity to speak, as follows:

- 1) A member of the Neighbourhood Plan Community Steering Group and Friends of Highclere Fields Residents Association spoke as follows:
  - The Neighbourhood Plan should not be delayed or differed. The WFDC Planning Officer (HS) recommended that Bewdley Town Council proceeds with the plan as soon as possible. The WFDC Local Plan has to go through more consultation so the more complete the BTC Neighbourhood Plan the more chance to rebuke any advance. WFDC Planners were very positive about the BTC plan and recommended early completion.
- 2) A member of the Neighbourhood Plan Community Steering Group and Civic Society spoke as follows:
  - Having been on two Town Council committees directly involved with the Neighbourhood plan I agree and support everything that has been said by the previous speaker.

Members of the public left the meeting.

**8914 ITEMS OF URGENCY OR TO NOTE FOR FUTURE MEETINGS**

The Friends of Wyre Hill Sand Park would like to retain the park tunnel and are prepared to undertake the repairs themselves, paying any costs out of their own reserved funds.

It was **RESOLVED** to **Agree** with the Friends of Wyre Hill Sand Park's request however a safety risk assessment should first be completed and the repairs should be undertaken as quickly as possible within agreed start and finish dates

**8915 In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2) it was RESOLVED** to exclude the public and the press from the meeting to allow for discussion of confidential matters relating to any of staff, legal matters or contractual arrangements:

**8916 NEIGHBOURHOOD PLAN**

No formal written reports relating to the Neighbourhood Plan were received prior to or at this meeting.

a) **Progress report from Chairman**

The Neighbourhood Plan Community Steering Group Chairman Cllr R Stanczyszyn gave a verbal summary of the timeline since February 2019 when he became chairman of the group.

Concerns were raised about the cost of the technical reports and whether these should be paid for by WFDC not BTC. Clarity was sought on wording included within Neighbourhood Plan Community Steering Group meeting notes.

The Chairman, Deputy Mayor, Cllr L Kearns, suspended the standing order allowing contributors 3 minutes to speak, giving Councillors more time to explain the complexed issues.

It was thought that WFDC should be approached to provide clarity on who is responsible for paying for the technical reports. Cllr L Kearns requested that the Town Clerk pursue this matter.

Councillors agreed that they had expected a more detailed written progress report and were concerned that documents and policies had not been presented to Council for formal approval.

A request was made that a specialist from WFDC be asked to brief the Council on the Neighbourhood Plan.

b) **Budget and Grant**

Clarification of the budget and the new grant including:

- the criteria for completion of the plan preparation.
- work identified as part of the grant awarded.
- feedback from WFDC regarding arrangements and funding for the referendum

c) **Next Stage to Progress the Neighbourhood Plan**

Progression of the Neighbourhood Plan to the second part of Regulation 14 including

- publication of latest updated document
- style of consultation
- venue etc.

d) **Staffing arrangements**

To discuss the possible outsourcing of the data management and final document preparation to an experienced professional or company.

e) **Postponement of Submission**

To consider postponing the submission of the Neighbourhood Plan until adoption of the WFDC Local Plan.

(Items a – e)

Councillors called for more clarity on where we are and what needs to be done before any decisions can be taken. It was acknowledged that the office staff had no technical expertise or the capacity to support any additional work at this time.

Councillors agreed to work together to review the Neighbourhood Plan files and report back their observations.

(Items a – e)

It was **RESOLVED** to **Agree** that:

- This meeting be adjourned and that another extraordinary Council meeting be called in November 2019 (date to be agreed) where the sole object of discussion is the Neighbourhood Plan and any relevant proposals. To include what remains to be done and what the costs will be.
- A request be made to WFDC for an Officer from the Planning Team to attend a meeting with the Council to discuss the Neighbourhood Plan

All reports presented to the November meeting should be in writing and distributed in sufficient time to allow for additional proposals.

f) **The Original Report.**

To discuss issues related to the content and the potential staff issues related to this matter.

It was **RESOLVED** to **Agree** that:

- The above agenda item (f) be referred to the Staffing Committee for further consideration.

**Signed**.....  
**Deputy Mayor/Meeting Chairman**

**2<sup>nd</sup> September 2019**