

**Shaping the Heart of Stroud
Stroud Town Centre Neighbourhood Development Plan**

**Minutes of the Steering Group meeting Wednesday 28 January 2015
7.30 pm Thanet House, 58 London Road, Stroud**

AGENDA

Present: Andrew Grigg, Leonora Rozee (Chair), Hugh Barton, Steve Hurrell, David Wilson, Kevin Cranston, David Wilson

In Attendance: John Bloxsom , Project Administrator

1. Apologies: Tom Rosser-Smith, Fiona Mills-Carlyon, Camilla Hale, Michael Handford, Clare Mahdiyone, Simon Pickering, Simon Arundel

2. Declarations of interest - there were no interests declared

3. Minutes of the meeting held on 7th January 2015 - agreed

4. Matters Arising – It was noted that David Wilson had submitted an expression of interest in joining the Steering Group and that this application had been agreed. David was welcomed as a member of the Steering Group.

5. Preparation for the Extended Workshop on 4th February 2015

Hugh Barton has sent out a provisional agenda and a message to the Steering Group links and convenors expected to make presentations. Those concerned are asked to let Hugh know by Monday who will be making the presentation form their group.

Each convenor has been asked to provide a one page summary from their group in bullet point format.

Refreshments will then be provided.

There will then be a discussion on cross cutting ideas in which different options can be raised.

David wondered what kind of constraints can an NDP reasonably propose, for examples related to access to the town centre and the creation of gateways.

Leonora said that NDPs can propose design requirements but an NDP is not a design guide, it could be a mechanism to implement a design guide, such as the existing one on shop fronts.

David felt that the NDP would be a vehicle for channelling commercial developments in a way that is consistent with a vision, including gateway design.

Steve felt that we need to have a vision that we can expect to impose on Highways, but queried if the Highways Authority has to follow the NDP?

Hugh is looking for displays and presentations that will explain what we are trying to do; it will need to be clear and simple.

Leonora emphasised that we need an effective workshop next week.

Hugh outlined potential issues for the workshop as including;

1. Car Parking
2. Movement around the town centre
3. Gateways
4. Merrywalks
5. Development on and or over car parks
6. The Station Zone including the Goods Shed

Andrew wondered if these issues were going to be a concern to residents of the Stroud Town Parish?

Leonora said that we should talk about each of the identified parts of the NDP area but also the whole area in terms of movement and circulation, looking at how these parts link together.

Andrew pointed out that some of the zones identified had distinct parts within them.

Hugh said that he wanted to know who was going to at the workshop, in order to be able to allocate people to relevant groups.

Leonora and Hugh agreed to draw up a brief schedule of the critical issues in each area as identified to date.

David felt that the characteristics need to be shown in an integrated way.

Hugh said that Tom Rosser-Smith is producing maps on aesthetics and the movement group on pedestrian routes and crossings.

Steve felt that most people who are engaged in the process will have a detailed knowledge of at least one area and that we need to find ways to get people to see these areas in different ways. Was there scope for producing models?

Leonora said that to be accurate this would need to be topographical.

Steve said he would contact SVA artists to see if any could produce a model.

David suggested that photographs that were displayed need to have numbers so that they can be related to the map.

Kevin Cranston gave his apologies for the workshop and the event on 7 March, but can do the following event on the 14 March.

6. Feedback on Business Seminar

It was noted that this was a successful event. A note of the seminar had been sent to participants and placed on the SHS website. Andrew said that he was delighted with the attendance. There was some disappointment that Ecotricity were not present. Leonora will be seeking a specific meeting with them as we need to understand their ambitions and interests.

It was noted that the issues raised by the business sector will require a deliver vehicle, rather than just the production of a plan, with a community element in some way, and for the plan to be accepted with commitment and enthusiasm.

Andrew said that we need to think about how the plan is written and presented in order to be seen as retaining what is best about the town, maintaining its distinctive character. To residents it has to be presented as aspiring to change, whilst being safeguarded and enhanced.

7. Feedback from Town Council

Councillors are reported to be broadly happy with progress to date. It was noted that there is going to be a new Town Clerk appointed and a new Town Council elected in May 2015. It was suggested that the NDP might energise some new councillors, noting that there will be a further intake in May 2016 when a further election occurs for a 4-year term.

8. Feedback on Sites Meeting

The outcome of this meeting was set out in the maps circulated which showed zones within the town centre and sites for consideration. Information is needed on current ownership and use and any current proposals. David undertook to produce measurements of the size of each of the sites for consideration. It was said that we should be making statements in the plan about what is broadly envisaged but will not be in a position to make detailed proposals.

9. Budget Update

It has welcome that we have managed to deliver activities which have fully expended the Locality grant of £6,995. A return has been submitted to Locality as required.

Various attendees left the meeting at this point, with Leonora Rozee, Steve Hurrell and Kevin Cranston remaining and John Bloxsom in attendance.

10. Risk Update

The Risk Register has been refreshed. It was agreed that a further be added relating to process on designation of the area. This has been taken up with the Head of Planning and will be the subject of a forthcoming report to the Environment Committee. Leonora intends to brief Simon Pickering on this issue as he chairs that committee.

It was noted that the colours used on the Risk Register show the risks before controls have been applied, not the residual risks after those controls have been applied. It was acknowledged that the controls outlined will reduce those risks.

It was suggested that the NDP confirm if the Chamber of Trade is dormant or wound up, as if not it needs to be identified and engaged with as a consultee.

11. Any Other Business

Steve intends to commission Bruce Winslade to produce posters for the three events in March.

There was discussion about the practicality of producing a one page SHS newsletter ahead of the event in March. It was decided that a postcard invitation would be the best format to use before these events and that an article could subsequently appear in the Town Council newsletter which follows at Easter.

Distribution costs are to be confirmed.

A meeting has been arranged with Bruce Winslade on 6 February to scope further requirements.

It was noted that Hugh has asked for A2 maps to be printed as soon as possible.

Future meetings: 4 March; 15 April; 13 May