

## **Heritage Subgroup Zoom Meeting Minutes Monday, April 19<sup>th</sup>, 2021**

- 1. In attendance:** Helen Fuller (chair), Chris Jackson, Maureen Hassell   **Apologies:** Drew Bellis, Andy Ankers
- 2. The minutes from the last meeting of 29/03/21 were agreed**
- 3. Review of CAA document and Assets document**

The invoice for the CAA document has now been sent to Kathryn Sather Associates. The final version of the CAA document has been sent out to the Heritage group for final comments. This was also sent out to Lucy Hughes, Community Action, for her comments. Lucy commented to Chris that whilst the document was thorough and clear there were several inaccurate paragraphs which needed attention. It appears that an older version of the NPPF Planning Policies have been used. Lucy stated which pages the inaccuracies were on so that Chris could notify Kathryn Sather Associates of this. Chris has already sent this information to Jeannie, Joanne and Kathryn and Joanne has acknowledged receipt of the information and has said that the correct information would be put into the document.

No other comments have been made about the document from anyone else in the group.

The policies which Lucy would be writing using the CAA document were discussed. Lucy mentioned about writing generic policies which the group had agreed to. It would have been better to use the document once it had been passed but the group is not sure when that might be. James Dixon, Conservation Officer, could not say when it might be considered. Ian Hesketh, his colleague, said that they were aware that the Neighbourhood Plan group would like it looked

at as soon as possible. James is quite new to his role so may be unsure of time frames.

Chris has emailed Catherine Morgatroyd, CWaC planning, to ask about protocol when considering adding policies at a later date (as in after the CAA document has been passed).

**The Assets Document** was discussed next. It was agreed that the reason for the group doing this was to help with the overall cost of the CAA document (plus there would be no Management plan added). Jeannie (Kathryn Sather Associates) didn't feel that this document should be part of the CAA document as it contained greenspaces and also some of the assets she didn't feel should be considered (e.g., the rest of the walls around the village).

The group, however, feel that so much work has gone into this that it needs to be included as part of the Heritage evidence. The assets mentioned are all important and should not be left out. It was discussed as to whether the title of the document should be changed but there may not be a need.

Lucy has looked at the Assets document and suggested either taking out the greenspaces or writing a link which ties them to the Greenspaces document which is a stand-alone document (not yet completed). Lucy also pointed out that there were some inaccuracies in the introduction including references to policies that are no longer used. She also mentioned that we cannot use certain phrases such as "requiring preservation" as the examiner would not accept this kind of comment. Chris said that she would find out from Lucy exactly what should be in the introduction so that the document could be finished. She would also ask about the title to be used.

The group felt that this Assets document would be useful to James Dixon when he did his walk about for the Conservation

Extension. Helen agreed to make the alterations once Chris had spoken to Lucy for clarification.

The tasks from the previous meeting were looked at. All were either completed or on -going and in hand.

**Tasks for next meeting were:**

<b>Task</b>	<b>Who</b>	<b>When</b>
Speak to Lucy regarding Assets Doc and pass information on to Helen	Chris	ASAP
Send updated CAA doc to Lucy for policy writing and to James	Chris	When K Sather Associates send it back
Update Steering group	Chris through agenda items	By 26 <sup>th</sup> April
Look at examples of policies from other reports	The whole group	May
Update Assets introduction	Helen	Once Lucy has given advice

4. **AOB** -None

5. **The date of the next meeting** was left for the moment. It was decided to wait until Lucy has drafted some policies. Chris will get in touch with the group once this has been done,