

Neighbourhood Plan Community Steering Group Agenda

Wednesday 3 September 2025 at 14:00 hours

Back Meeting Room, Guildhall, Load Street, Bewdley

1. APOLOGIES

2. DECLARATIONS OF INTEREST

3. NOTES FROM THE LAST MEETING – 2 July 2025

4. TO RECEIVE AN UPDATE ON THE SEA SCREENING ASSESSMENT

The Professional Consultant has drafted a Screening Assessment which is attached for members' information. The deadline for receipt of responses is Friday, 26 September 2025.

For Information: A Strategic Environmental Assessment (SEA) Screening Assessment is a formal process that checks whether the draft Neighbourhood Development Plan (NDP) is likely to have significant environmental effects.

5. TO NOTE NEW WFDC PLANNING CONTACT FOR NDP

6. TO AGREE ARRANGEMENTS FOR REGULATION 14 CONSULTATION

Reg. 14 consultation period will run Monday 6 October – Sunday 16 November.

- a) Display Material for drop-in sessions – Members are asked to approve using the cheapest supplier to produce the display boards for the drop-in sessions.
- b) Online Survey – Once approved this will go live from 6 October.
- c) Drop - in Sessions – Members are asked to select new drop-in session dates as detailed below:

| Location | Dates available | Cost per hour |
|--------------------------------|--|-----------------|
| Elim Church, Dog Lane | Friday 17 October, 2pm – 6pm Friday 24 October, 2pm – 6pm Friday 7 November, 2pm – 6pm Saturday 25 October, 10am -12 noon Saturday 8 November, 10am -12 noon | £12.50 per hour |
| Shaw Hedge Road Community Hall | Friday 17 October, 2pm – 6pm Friday 24 October, 2pm – 6pm Friday 7 November, 2pm – 6pm Friday 14 November, 2pm – 6pm Saturday 18 October, 10am -12 noon | £10.00 per hour |

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| | Saturday 25 October, 10am -12 noon Saturday 8 November, 10am -12 noon Saturday 15 November, 10am - 12 noon | |
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ACTION REQUIRED:

- i) Members are asked to select suitable dates:
- ii) Members are asked to make themselves available to attend drop-in sessions.
- d) Printing of draft NDP Document and questionnaire – Agreed at the previous meeting that a quotation was approved to print 250 printed questionnaires, 20 copies of the draft NDP and 10 copies of the Bewdley Local Green Space Assessment.
- e) Completed Questionnaires – collection points have been agreed for return of completed paper questionnaires at the following locations - Town Council Office, Wyre Forest Books and Catchem's End Fish Bar. An answer is awaited from The Hop Pole and Hopley's Farm Shop.

ACTION REQUIRED: Group Members are asked to volunteer to deposit collection boxes and collect questionnaires at these sites throughout the consultation period.

7. DATE OF NEXT MEETING

Members previously agreed the following dates for future meetings to be held in the back room of the Guildhall:

15 October 2025 at 14:00 hours

03 December 2025 at 14:00 hours

Given the dates for the consultation, members are asked if they wish to change the meeting dates in October.

Group members

Councillors:

Rod Stanczyszyn, Calne Edginton-White, Sarah Billett, Nicole Harper

Other representatives:

Richard Perrin

Tony Leach

Richard Brine

Robert Smith

Town Clerk

Attendees by invitation:

Robert Wall - Planning Policy Officer WFDC