



# NEWPORT (Shropshire) TOWN COUNCIL

The Guildhall, High St, Newport, Shropshire, TF10 7AR

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LJ/2014/NDP

26<sup>th</sup> March 2014

**Summary of notes, recommendations and actions**  
**following a meeting of the Newport Neighbourhood Development Plan Steering Group**  
**held in The Guildhall, The High Street on Tuesday 25<sup>th</sup> March 2014**

**Present:**

Cllr Tim Nelson – Steering Group Chairman  
Cllr Lyn Fowler – Town Council  
Cllr Phil Norton – Town Council  
Cllr Terry Spooner – Newport Town Council  
Cllr Peter Scott – Newport Town Council  
Michael Atherton – Newport Town Team  
Janet Clarke – Newport & District Civic Society  
Tim Pryce – Newport Tourist Information  
(Cllr) Roy Scammell – Chairman Newport Regeneration Partnership  
Lee Jakeman - Town Clerk  
Sheila Atkinson - Deputy Town Clerk

**Apologies:**

Rachel Walmsley – Telford & Wrekin Council  
Clare Francis – Telford & Wrekin Council  
Rev Steve Mitchell- Newport Churches  
Cath Edwards – Newport 21  
Charles Worth – Newport 21  
Patrick Beech – Chairman Newport Chamber of Commerce

Meeting started at 6.30pm.

Agenda Topic	Summary	Actions/ comments/ outcomes
Welcome	-	Noted.
Apologies	Apologies were noted - See above	Noted.
Previous meeting	Notes of previous meeting noted. Confirm letters sent to sports clubs and Harper Adams and that documents requested by advisory groups had been supplied by town Clerk.	Noted
Matters Arising	Mike Atherton had written to the Chair since the last meeting expressing concern that he and Janet Clarke had regarding the drafting of planning policy. A discussion took place that confirmed that the intention was for an outside consultant to be engaged to consider the evidence obtained through public consultation and identify that which was relevant and appropriate to be included within an NDP.	
Skills In the Community	Members were asked to continue to identify local residents who might be able to offer assistance in developing aspects of the plan and effective consultation.	Noted
Advisory Group Updates	-----	-----
Process Management Group	<ul style="list-style-type: none"> <li>• Cllr Nelson advised that the Planning Committee had formally resolved that he, Cllr Fowler and Cllr Scott would form the Process Management Advisory Group.</li> <li>•</li> </ul>	
Sustainability (et al) Group (Cath Edwards)	<ul style="list-style-type: none"> <li>• Members noted and briefly considered 3 documents that had been produced: <ul style="list-style-type: none"> <li>○ Sustainability in Newport</li> <li>○ Trees in Newport</li> <li>○ Re-use refurbish</li> </ul> </li> </ul>	Noted. There is a sufficient framework to begin public consultation.
Town Identity/character /parking/ heritage (Mike Atherton)	- Mike Atherton identified a number of documents that were publically available that could be used to inform debate and shape consultation.	Noted. There is a sufficient framework to begin public consultation.

<b>Employment (Pat Beech)</b>	<ul style="list-style-type: none"> <li>Members noted correspondence from Patrick Beech regarding comments and aspirations discussed by the Chamber of Commerce. Members felt that there was a mixture of constructive comment and some discussion about issues that were beyond the remit of an NDP or discussed items that were already part of policy elsewhere.</li> </ul>	<p>Noted. There is a sufficient framework to begin public consultation</p>
<b>Leisure Economy and Transport Tim Price</b>	<ul style="list-style-type: none"> <li>Evidence to shape an initial view was available in the form of the summary report from the Town Plan process and discussions with the Chamber of Commerce and The Town Team. It was felt that there was little or no need to further develop and understand the issues at advisory group level and that early contact with the public would be the most helpful next step.</li> </ul>	<p>Noted. There is a sufficient framework to begin public consultation</p>
<b>Policy Co-ordination (Janet Clarke)</b>	<ul style="list-style-type: none"> <li>To note receipt of policy examples (previously sent by e-mail). The role of this advisory group was discussed. It was felt that the role of the group should be to begin considering the evidence in hand (and that which will arise out of public consultation) to identify what can be turned into planning policy and what (whilst it might be useful) was not. In essence to provide the external planning consultant with a sound starting point.</li> </ul>	<p>Noted.</p>
<b>Feedback and Review</b>	<ul style="list-style-type: none"> <li>Members discussed in general term any progress, obstacles, visioning and resource requirements - What do you need help with to get effective and informed consultation?</li> <li>Members were asked to identify assistance required, be it copies of documents or funding to facilitate wider consultation..</li> </ul>	<p>Members to ask for support from the paid officers at the Town Council to help them achieve their objectives.</p>
<b>Wider Consultation</b>	<ul style="list-style-type: none"> <li>With both all the advisory groups appearing to be in a position to engage with the public members were of the opinion that early engagement with the public was necessary to test the evidence obtained to date and obtain differing views. A date towards the end of April early M ay was suggested as being a reasonable time-scale. A number of differing formats and locations were offered.</li> </ul>	<p>The Process management group to meet and define a suitable format. Locations and date for the first consultation.</p> <p>Advisory group leaders to identify resources required to deliver the current evidence and obtain new opinions.</p>

<b>Next Meeting</b>	Members chose not to set a date for the next meeting of the steering group. It was felt that a 'walk through' of the proposed public consultation event take place a few days before the (yet to be confirmed) public consultation. The next formal meeting of the steering group could then be held a couple of weeks later to assess the results of public consultation.	Town Clerk to confirm date of meeting once the public consultation date is identified.
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