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| STATUS REPORT |
| Neighbourhood Plan Task and Finish Group |
| **Project Start Date: August 2017** | **Project End Date: April 2019 (Now Jan-Mar 2020)** |
| **Report Date: 29 May 2019****Report Period: 5th Mar 2019 – 29 May 2019****Project Stage: Land Allocation, plan drafting, land owner negotiation, public consultation.** | **Overall Project RAG Status:****Amber**  |
| **Reason for RAG Status: Amber - Timing has extended due to need to undertake land allocation but the project is otherwise going well for scope, quality and budget.** |
| **Work Group****Manager** | Cllr. Jon Bodenham | **Team Composition** | Kate Pearce, Roger Brown, David Webb, Pete Blackburn, Kit Smith, Paran Todd, Liam RobertsCllrs.Gwilym Butler, Geoff Hainsworth, Paul French, Neil Tysall, Matt Sheehan (Town Clerk) |  |  |
| Project Objectives: |
| * Create a Neighbourhood Development Plan (NDP) for Cleobury Mortimer Town Parish that fully engages with the community to find out what residents and businesses of the town want for the period to 2036 and is approved by referendum.
* Ensure the plan is “adopted” and “made” by Shropshire County Council Planning Department so that it is written into Planning Law.
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| Critical Success Factors: |
| SHORT TERM (3 months)* Work up draft policies and supporting papers and NDP introduction and appendices.
* Align the Cleobury Mortimer Place Plan with the NDP proposed policies and aspirations.
* Work on business cases for Community Hub
* Start talking to developers and land owners on viability
* Draft Land Allocation proposal
* Reach heads of agreement, memorandum of understanding with land owners to allow consultation
* Plan and undertake public consultation

LONG TERM (3-12 months)* Write up technical plan
* Prepare detailed draft for consultation with supporting papers.
* Plan prepared for submission for examination by Shropshire planning and an independent assessor.
* Create Final Plan and publish
* Conduct a local referendum to approve the Plan
* Have the Plan “Made” into law – Project Completion
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| **Activities Completed in March to end May*** Complete draft land allocation and submit to County Planning for feedback.- **Completed**
* Following feedback from landowners on proposed land allocation and requests for green space and land for Community Hub, submit brief to developers so that they can assess basic economic viability. **Not completed** – Still in negotiations with Land Owner. Going for simple viability test.
* Complete Cemetery Land requirement and include in future land assessment and plans. **Completed**
* Submit funding request for work on Community Hub business case development. Progress work with SMYP and other agents to establish build costs of the Hub. **Completed –** Grant on hold due to number of applications.
* Start collecting commercial input data and costs for the Community Hub business plan inputs eg. Competitive rates for climbing activities, dance space, music studio space, meeting room rental, café running costs and staff/volunteering costs. **Commenced, not complete**
* Update Cleobury Country Board on the Neighbourhood Plan and gain their input on their potential support. **Completed** – May consider opportunity to develop Medical Centre spare space for an expanded shared office operation/business start up space.
* Updated Local Planning Authority, with support of Planning Consultant on progress and recommendations being considered. Gained input to recommendations on Land Allocation. - **Completed**
* Met Highways department to access development options and highways impacts. Confirmed that a link road would not be needed for this level of housing development, traffic mitigation at junction of high street and Tenbury Road being assessed for mini roundabout and road widening/pavement widening. Detailed presentation sent to highways as follow up. Outcome expected 6-8 weeks from 3rd May. **Completed**
* Updated Town Council on options, progress and obtained permission for negotiating next stage with land agents. **Completed**
* Presented options and recommendations agreed by Town Council to Land Agents for Housing and Industrial development and gained initial feedback. **Completed.**
* Update to Annual Town Meeting exhibited on 17th May, and at Primary expo. Q&A updated. **Completed**
* Work on draft of introduction and appendices progressed. **In Progress**
* Augment housing need data via Shropshire LPA sponsored “Right Time Right Place” housing needs survey 1st June - 7th July**. In Progress**
* Submitted Groundworks grant reconciliation report for last financial year – **Completed** – Grant spent £2,498, remaining grant available retained for this year £3,127.

**Activities Planned for June/July*** Obtain feedback from Highways on proposals and timing.
* Seek feedback from Land Owners via land agents on proposals submitted.
* Make amendments and draft letters of intent/memoranda of understanding to allow the plan to progress to public consultation.
* Progress Community Hub business case, consult with other facilities in the town, obtain costing estimate for construction and fitting out, complete visualisation exercise, obtain business case grant decision or find alternative funding source.
* Re-draft Land allocation and NDP documents and supporting policies
* Promote “Right Time Right Place” housing needs survey 1st June-7th July.
* Plan public consultation for July/August.
* Prepare draft materials and questionnaires for consultation.
* Prepare any material required for Festival on 29th June if appropriate.
* Next team meeting planned Monday 10th June.
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| Issue Log of new and emerging issues |
| **Issues** | **Description:** | **Impact:** | **Action:** |
| New issues | No new issues this month |  |  |
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**NB New Issues in Red – Resolved issues removed month after.**