



ROUND MEADOW WEM COMMUNITY-LED HOUSING PROJECT STEERING GROUP

Minutes of the Meeting of the Steering Group held on Thursday 29 January 2015, at the Roden Suite, Edinburgh House, Wem starting at 5pm

Present:

Members: Cllr Bev Horsley(Chair), Cllr Peter Broomhall, Cllr Len Staines, Cllr Edward Towers, Mrs Helen Pugh and Mrs Carol Clarke

Clerk: Carole Warner

In attendance: Severnside Housing Senior Allocations Officer, Kerry Lunt.

Members of the Public: None

SG01/15 Public Participation Time

None.

SG02/14 Apologies for absence

Cllr Chris Mellings

SG03/15 Minutes of the meeting held on 4 December 2014 to be approved and signed.

The Minutes of the meeting were approved and signed.

SG04/15 Project progress

a. Update

Mrs Pugh advised the site was on schedule for completion of Phases 1 and 2. The closure of Soulton Road would not allow the traffic management scheme to be followed but most 'heavy' deliveries, eg bricks, were now on site. The Cricket Club car park was now being used for some site parking.

b. Pedestrian crossing Soulton Road

Mrs Pugh advised that the cost of the alternative crossing could not be accommodated within Severnside's budget. This was accepted by all members. It was agreed that other methods to enhance the safety of pedestrians would be followed up. It was also agreed that opinions on crossing Soulton Road would be sought at the first Residents' Group meeting.

c. Shropshire Council's outstanding requirements

Drainage: It was noted that David Edwards, Shropshire Council's Flood and Water Manager had confirmed that following correspondence with Shropshire Homes' consultant the approach being taken was reasonable and no additional requirements, eg a cut off drain, would be requested.

It was agreed that any further clarification/questions on the pedestrian crossing and drainage be required/raised by members of the community they should be asked directly to Shropshire Council.

Planning conditions to be satisfied prior to occupation: Mrs Pugh advised that all conditions had been discharged (Shropshire Council's letter 28 April 2015). The bat bricks and bird boxes would be in place prior to first occupation. It was noted that the play area would be completed as part of Phase 2.

d. Allocation process

The Senior Allocations Officer updated members on progress. General discussion took place and all members were happy with the management of process by the Allocations Team.

SG05/15 Promotion of Round Meadow

It was agreed that the promotional events had raised the profile of Round Meadow. Mrs Pugh advised there would be a 'Meet the Landlord' event at the Cricket Club. Cllr Towers agreed to ensure members of the Town Council were aware of the procedure that any town residents in housing need should follow.

Although not a 'promotion' item, it was agreed the folder to be given to each Round Meadow household would include the logo and details of the Parish Council.

SG06/15 To consider roles and responsibilities following completion of building phase

The Roles and Responsibilities document was approved by all members and would now be signed. Mrs Clarke to provide the confidentiality agreement to be signed by members and officer of the Parish Council.

SG07/15 To agree date of next meeting and to consider future agenda items

The next meeting would take place towards the end of February 2015 subject to any issues requiring attention prior to that time. The Clerk would confirm provisional date in due course.

The meeting was closed at 6pm

Signed Date.....