MINUTES - MEETING 6.

STRETTON ON DUNSMORE PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP.

Date, Time and Location	Tuesday 13th October 2026 7.30pm in Stretton on Dunsmore Village Hall.
Present	Cllr Paul Gordon (PG), Cllr Alan Abbey (AA), Mrs. Carmel Hopkins (CH), Mrs. Faith Matthews (FM), Mr. Jeremy Cox (JC), Mr. Rob Kennedy (RK), Mrs. Julia Thompson (JT), and Mrs. Christine Tickle (CT).
Apologies	Cllr Steve Smyth (SS)
Chair	Mr. Jeremy Cox
Minute Taker	Cllr Alan Abbey

The Neighbourhood Plan (NP) Steering Group has been established by the Parish Council to research and gather relevant information, and to lead public consultation activities, in order to produce a draft Neighbourhood Plan for submission to Rugby Borough Council (RBC) and ultimately adoption.

The Steering Group is accountable to the Parish Council and must provide regular progress updates. Approval from the Parish Council is required prior to undertaking any public consultations, issuing notices, or incurring expenditure.

Number	Minute	Action
1.	**Introductions & Apologies** Apologies were received from Cllr Steve Smyth.	No action
2a.	**Minutes of the Meeting** The minutes of the previous meeting, held on 14th August, were agreed.	No action
2b.	**Actions from the Minutes** No actions were outstanding; all actions have been progressed/completed.	No action
3.	**Communication and Engagement** JC confirmed 102 questionnaire replies have been received. Answers have been progressed and data summarised – the output (in file "Stretton NP Consultation results Oct2026.docx" was shared to all WG members on email, prior to the meeting. Discussion took place to consider the potential outputs from the data – what policies could be produced which are an accurate reflection of the responses? Initial ideas were put forward by various members, with discussion of the points which could or should be emphasised, how to ensure the phrasing is accurate and complies with the requirements of the final document. The action plan relating to this was agreed at the end of the meeting – see item 5.	No action
3 (cont).	**Traffic survey data** Data from the traffic survey completed in September has been shared prior to the meeting, and initial analysis performed. It was observed that: a) The central areas of the village show no significant issue – average speed is significantly below the speed limit, only a small percentage of vehicles were recorded above the speed limit. b) School Lane, by the school, shows a minor concern with approximately 11% of total vehicles recorded more than 5mph above the speed limit. c) Fosse Way locations show a significant concern; compliance varies with location, but the worst-case location shows over 50% of vehicles more than 5mph over the limit, in one direction.	No action

	d) Heavy/larger vehicles (class 5 and above, based on the rating system used by the supplier) make up only a small percentage of the traffic, especially within the central areas of the village. Refinement of the analysis is still in progress, following discussion in the Parish Council meeting of 12th October. The final report will be agreed and issued once the analysis is completed. WG members should consider the data as part of the input to the policy ideas.	
4.	**Drafting of the Neighbourhood Plan document** An initial draft of the NP document has been produced and shared by PG prior to the meeting (File "NP Initial Thoughts.pdf, dated 28th September). Discussion took place regarding the draft contents, and how policies could/should be phrased to ensure clarity. Policy content had been deliberately left blank up to this point, to ensure it is created & agreed using the data referred to above. Some WG members had already created hand-marked copies with comment & feedback; those were passed to PG for review, and potential inclusion of updates. Other WG members will provide feedback in the next stage of activity – see item 5 below.	
5.	**Project Plan** The next actions were discussed, to agree how to progress towards a completed first draft of the NP document. It was agreed that the key milestone to aim for is review, and acceptance, by the Parish Council (PC) : the next PC meeting is on Monday 9th November, therefore the NP document needs to be issued to the PC before that meeting. An agreed action list was created to meet that date. **ACTIONS** • **All** review and feedback to PG on content/format etc. • **All** draft ideas for policies on the 4 key topics, and share with the group. • **PG** update the draft document to reflect the ideas and suggestions. • **All** review updated draft at next meeting, on Mon 26th October. • **PG** update the draft document based on outcomes of that meeting. • **All** further review of the updated draft on Monday 2nd November: target for this meeting is to agree the final content, to allow submission to the PC. • **PG** implement any final updates to complete the documents. • **JC & PG:** issue the final draft to the PC by 6th Nov latest.	 19/10/2026 19/10/2026 26/10/2026 26/10/2026 02/11/2026 02/11/2026 05/11/2026 06/11/2026
6.	**Date and Location of Next Meeting** Monday 26th October, 7:30pm, at Wolf House, Church Hill. Key topic will be review of the updated draft NP document.	 26/10/2026

STRETTON ON DUNSMORE PARISH COUNCIL

PARISH CLERK – HELEN STEWART

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