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**MINUTES OF QUORN VILLAGE DESIGN STATEMENT (VDS) TEAM MEETING
HELD AT QUORN VILLAGE HALL 7.30pm THURSDAY 15TH NOVEMBER 2007**

1. Attendance & Apologies.

Presents.

Cllr Terry Stirling - Chairman
Rick Hoyland - Vice Chairman
Rob Brown - Secretary
Ian Rushin – Treasurer

Joan Bloodworth
Alan Johnson

Renia Rushin
Don Wix

Apologies.

Cllr Phil Child
Hazel Fish
Geoff Locke

Susan Newcombe
Cllr Richard Shepherd

2. Minutes of the last full meeting (12th July 2007).

These were accepted without alteration

3. Matters arising - not covered below.

There were no matters arising.

4. Correspondence - not covered by other items.

Rob told the meeting that, as directed, he had sent an appropriate letter to John Hutchinson.

5. Finance - Report on state of Quorn VDS Bank Account.

There was approximately £10 less in account than before – see attached sheet for explanation.

Ian said that an application for a grant of £500, towards the production costs of our final Village Design Statement, had been placed before Charnwood Borough Council's Grant Committee. Lisa Smith had e-mailed Ian saying that this would be considered at their 5th November 2007 meeting and she would notify him of the result soon afterwards. To date Ian had heard nothing. The meeting agreed that he should follow this up at once.

Although the final format and numbers of our final QVDS document had not been decided by us it was felt that we should know what was available on the open market. Leicestershire County Council was known to have a competitive printing section and it was decided that they should be approached to see if their costs for printing a range of

options was competitive. Likewise Joan said that the current printers of The Quorndon magazine did a good job at a competitive price and they should be included. The meeting agreed and Terry would investigate.

Village Design Statement – Consideration of Charnwood Borough Council’s response to our Draft VDS .

Terry presented an outline of what had been happening to our Draft Village Design Statement since the last meeting. Rick then went through all the changes agreed by that meeting that had been incorporated to form a version called v6.3. That had been submitted to Mark Fennel of Charnwood Borough Council towards the end of July 2007. He had passed it round their departments concerned with the various issues mentioned, each of whom had commented as they thought appropriate. On the 9th October 2007 a meeting took place between QVDS Officers and Mark Fennel and some of his colleagues. At this meeting Mark outlined and explained various suggested issues and alterations (see Rick’s comments below). As only part of the document was covered in the time available Mark wrote to us with the whole of his comments. These included a suggestion that we have further discussions with Françoise Scire, CBC’s Environmental Officer about Section 3 - Landscape and Wildlife. Also that we appreciated our Section 6 (Highways and Traffic) had to be overviewed by Leicestershire County Council who had the responsibility for this. They would almost definitely have comments to make and alterations to request. Rick and Ian (standing in for Renia) had the required meeting with Françoise Scire. Rick said that she was very supportive of our efforts.

Renia then went through Section 3 in detail saying where Françoise Scire had pointed out where new official terms should be used and where rephrasing to include the latest terms could carry more weight. She had greatly enlarged the scope and relevance of the Appendices. All this strengthened our document. Alan Johnson agreed but said that specifics would be overtaken in time as things changed. The meeting agreed but decided that we should produce the best document we could now and let the future regard it as it may. Renia distributed the resulting revised version of Section 3 to the meeting.

Of the CBC reply Rick said that they were generally very pleased with our document. They had no arguments with the text of our Sections. Their main requests were that we framed the Guidelines in such a way that they indicated a specific action so that CBC could readily use them as “tick boxes” when considering future planning applications. Related to this request was that we eliminated certain duplications, moved a few topics to more suitable Sections and adjusted the text of our Sections appropriately. Rick had produced a document accommodating their requirements. It was entitled “Suggest revisions to QVDS Guidelines Revision 3 10/11/2007”. This was circulated to the meeting for all to see.

A little time was allowed for all to look over the circulated documents but there was little comment. It was decided that any comments, including those from members who could not make this meeting, should be returned to either Rick or Renia by Monday 10th December 2007.

7. Future timetable for the Quorn VDS.

By 24th November 2007 – Rob to circulate minutes + v6.3 + Revisions to Section 3
+ “Suggested revisions to QVDS Guidelines.....Revision 3”

10th December 2007 - All amendments to v6.3 & other docs to Rick/Renia

11th – 17th Dec 2007 – Rick & Renia to combine all these amendments into v7.

- ... **18th December 2007** – v7 to be submitted to CBC for wider circulation. This to include Leicestershire County Council .
- later December 2007** – Terry to discuss incorporating photos into Section 1-5 of text with Kevin. Section 6 to wait until we had heard from Leicestershire re transport issues. Terry and Kevan to produce two photos for each spot for the team to select.
- Mid February 2008** - VDS returned from Charnwood with appropriate comments. We to consider at a full meeting. Future meeting dates to be decided by Chairman and Secretary as documents arrive.
- End March 2008** – Final version of our VDS produced. A suitable ceremony to be considered.

8. Any Other Business.

Terry proposed a toast to QVDS and its efforts to date. All thoroughly endorsed the sentiment.

9. Date & venue of next meeting.

The precise date, because of the actions listed in item 7 above, was naturally uncertain. However good advanced warning was to be given for future meetings to ensure as many members of the team as possible could be present and comment.

R.J.N.BROWN

Secretary

Distribution to:- All attending or giving apologies at the last meeting, those on the revised list (if different), all Quorn Parish Councillors (if not covered before), two District Councillors & one County Councillor representing Quorn. The Principal, Rawlins Community College.