

NEIGHBOURHOOD PLAN MEETING
31st May 2016

Present: Peter Seaman, Richard Pugh, Peter Bartram, Michael Watts, Andrew Facey, Eileen Lee

Apologies: Bill Berry, Sandra Pipe, Sue Cave, John Mason, David Johns, Paul Godfrey, Marion Facey

1. Approval of previous minutes

The minutes of the meeting held on 9th May 2016 were agreed. A supplementary meeting took place between PB, MW and PS on 11th May where PB agreed to work on the housing policy. PB has prepared flyers for the public meeting which have been given to MF.

2. Matters Arising

- Objectives discussed. MF gave PS a list of bullet points which have been incorporated.
 - 2nd public meeting discussed. Agreed to distribute the flyer prepared by PB PS will set up a section on the website for documents. Waiting for feedback from AECOM. Given them our comments. Updated draft received back today. Will put on website as a reference document. Summary of questionnaire and a copy of the questionnaire will be placed on website. David Read unable to attend public meeting. Face to face meeting with PS arranged for first week of July.
 - Grant - agreed not to apply for a grant for activity for current tax year as expenditure anticipated being significantly less than grant minimum. Will be reviewed if circumstances change.
 - AECOM – will review the draft plan. Still awaiting slides etc. from previous meeting. County have been asked to provide some steer on the overall context of the plan before it goes into regulation 14. ? extra £200 from the parish council needs to be agreed. Referendum and examination is county expense - how much for printing? AECOM will be providing a further quote to provide a review of the draft LNP
3. Development Plan discussed and amendments made – see new document updated by PS at meeting.
4. Timeline produced by PS – this will be a slide for the public meeting.
5. Questionnaire Summary Report – agreed to be included in public meeting.
6. A) Public meeting – LR confirmed hall has been booked.
B) HSSE Risk Assessment – RP and PS to meet on 8th June.
C) Format – will be a refresher, what we have done with the questionnaire, plan has to show majority choice and not consensus.
PB to print questionnaire results onto A2
Summary of vision objectives and policies
Forward planning
Print out objections and put on website
Q&A as go along – LR to record
Any other comments
? farming

- D) Publicity – newsletter and posters PB
 - E) PS to put questionnaire, AECOM final draft, summary document and time line onto website
 - F) Slides – PS to organise.
7. Framework for scheduling meetings – discussed which days most suitable for future meetings.
8. Date of next meeting
Thursday 14th July at 7.30 at Trevollard Farmhouse.