

## **Neighbourhood Plan Steering Group 1/9/16**

**In attendance – Mike Marshall, Doug Lowe, Roy Bulgin, Dave Duke, and Jim Claydon**

### **1 – Programme Plan**

MM reported that the bid for Awards 4 All had been drafted and the Locality application under consideration. These would be discussed with Jane from CCS next week.

**Action – MM to complete applications**

**JC to update programme plan**

### **2 – Questionnaire**

JC had circulated a draft. It will also be discussed with CCS.

**Action – JC to revise and circulate to volunteer group**

### **3 – Administrator**

MM reported that he had two expressions of interest so far.

**Action – DL to invite Parish Council to agree rate of pay/hours.**

**MM to invite both individuals to attend meeting with volunteers.**

### **4 – Meeting with Other Parties**

MM reported he had spoken to TDBC planners who will not commence local plan review until new year. Letters from Persimmon and WYG have been replied to by parish clerk postponing any meeting until the NP is further progressed.

### **5 – Interest in Land**

MM reported he had been approached by land owners of plot on Bushy Cross Lane/A358. He gave similar advice as to other parties.

### **6 – Website**

DD reported he has established a NP page on the parish web site. A discussion regarding potential content identified the following possible developments:

- Neighbourhood Plan heading on front page
- Minutes of all meetings to be stored and accessible on the site
- Topic groups to have individual pages for recording reports etc
- A news page to include events and photo gallery
- All content to be fed through from administrator to DD

### **7 – Meeting with Volunteers**

**Action – MM to circulate agenda to cover**

- **Presentation by SCC on transport matters**
- **Discussion of draft questionnaire**
- **Identification of topic groups (including selection of group name)**
- **Up-date (including consideration of producing publicity material)**

### **8 – Mott MacDonald Survey**

MM had received notification of a survey of non vehicular movement in relation to jnctn 25.

**Action - MM to request access to survey material**

**9 - Further public engagement**

MM reported that he had negotiated room for a stall at the monthly produce market in the village hall. Notification must be given in advance.

**Action - JC to pursue quotes for a pop-up banner**

**10 - Consultant**

MM reported that Mark Pollock had replied that he was not able to assist due to other work pressure.

**11 - Date of Next Meeting**

**October 7<sup>th</sup> @ 2.30 Parklands**