

Sutton Poyntz Neighbourhood Plan Steering Group

Minutes of Meeting on Tues 16th August 2016 held at the Duck Bar, Springhead Pub, Sutton Poyntz.

Present:

Liz Brierley
Kate Blee (Chairman)
Mark Cribb
Bill Davidson
Bill Egerton
Tony Ferrari
Keith Hudson
Keith Johnson
Huw Llewellyn
Doug Watson
Colin Marsh
Chris Balfe

1. Apologies

Apologies were received from Peter Dye, and Andy Price.

2. Minutes of Previous Meeting

The minutes of the meeting held on 19th July 2016 were approved as an accurate record.

Agreed unanimously.

3. Update on actions from the previous meeting.

It is understood that all the Conflict of Interests forms are now completed.
The Borough Consultation of the forum/area application closed 5th August.
So far there have been 8 responses, 5 from statutory consultees and 3 from members of the public. The application is due to be considered by the Borough Council's Management Committee on 20th September and the officer recommendation is to approve.

Statutory Representations have been received from:

Highways England, who will comment later.
DCC Planning, re: minerals, pointing out a small area of mineral importance at East Hill
DCC highways, note there is a flood risk. Records show flooding in the past in the community but well thought out plans can obviate further risks and will assist with development.

Historic England, No objections and would like to offer their support.

Natural England, would like to offer their help in a positive vein.

KB agreed to circulate these.

Action KB

4. Technical support and funding

BE gave an update on the technical support application. He and KB had taken a telephone call to discuss the application and it should now progress. KB agreed to chase.

Action: KB

KB thought that we do not have to wait to put in a funding application and agreed to contact the helpline in this respect.

Action KB

KB reported that Nick Cardnell from WPBC had confirmed that the Borough Council will provide assistance with mapping, any existing information/data such as policies existing stakeholders, will assist with activities, and also will run the formal consultations and referendum.

5. Draft newsletter/first consultation survey

The meeting discussed the initial draft produced by TF and DW.

On balance it was felt that the draft survey whilst making people interested could be construed as leading responses. It was felt that an open question such as 'How should the village develop over the coming years?' might be more positive and appropriate.

It was felt that the questions focussed too much on building development rather than asking what issues people feel are important. We need to find out what the plan should cover.

It was felt important to get views from a wide age range.

CB and CM agreed to re-work the draft and circulate for comments.

It was noted that only 3 members of the public responded to the recent consultation on the application – we need to get more responses next time. LB suggested a draw with a bottle of champagne as a prize. It was felt important to door knock and talk to people about what we are trying to achieve.

It was agreed to have two open days at the hall during the first consultation period, people can meet the steering group, find out more about neighbourhood planning, make more suggestions, pick up extra surveys etc.

As the forum application is hopefully going to be approved on 20th September it was suggested to run the consultation from mid-October and have the open days towards the end of October. BE agreed to contact the Mission Hall bookings secretary for availability.

Action: BE

6. Next meeting

Areas for discussion will include:

- Revised newsletter/survey
- Draft project plan
- Mission statement
- Budget
- Appoint a volunteer archivist to ensure a proper audit trail of all documents

7. Date and Time of the Next Meeting

As there was no other business, the Chairman confirmed the date and time of the next meeting as Tuesday 20 September 2016 at 7.30 p.m. in the Duck Bar.

The meeting closed at 8.30 p.m.