

Notes of Neighbourhood Plan Meeting 20th May 2015 19.45 Parish Pavilion, Whittington

The Chairman began the meeting by welcoming Lisa Mason to the meeting. Lisa agreed to be co-opted onto The Steering Group. This was accepted unanimously by all present.

1. Welcome and Apologies

Present

Gareth Hyde, Chris Jones, Cllr. John Cannon, Clive Abbott, Phil Jackson, Debbie Barnish. Lisa Mason

Apologies

Cllr. Thia Knowles, Cllr. Phil Taylor, Cllr. Julia Spencer, Fran Jackson

2. Notes of meeting held on 15th April 2015 and any matters arising not covered by the Agenda

The Notes were proposed with one amendment (Para 2 Chris Jones was to contact Clare Watson) as a true record by Clive Abbott and seconded by Debbie Barnish.

Matters Arising

Additional Members. Lisa had now joined the group. There had been no response from Rob Fenton and whilst Clare Watson was happy to help, due to family commitments she was not able to become a full members of the steering group.

Progress with the Business Questionnaire was still ongoing. This item to remain on the agenda – **Secretary to note**

Community Group Questionnaire. – Phil Jackson to email a list of all Community Groups. Steering Group members were asked to verify the list and report any anomalies back to Phil Jackson.

Call for Sites - this work had been actioned with a deadline of 8th June, This item would be put on June Agenda – **Secretary to note.**

Leaflet Distribution. – The Chairman thanked everyone for their assistance in producing and distributing the leaflets and flyers, another task well done.

3. Finance/Future Funding

Phil Jackson had produced a report on the current financial position, which was circulated to members present.

The Chairman reported that he had been informed that we had been successful in our application for a grant from Locality. We had been granted £1202 which was to be used for the Characterisation Survey. Garry was in contact with AMEY with regards to the drafting of a contract.

Garry agreed to check with Janine (Parish Clerk) on the availability of the promised additional funding from The Parish Council.

There was discussion on the options of funding for further projects, in particular the writing of the final report and the possibility of a Traffic Management Report. It was decided to leave the issue of traffic management to the Focus groups

4. **Feedback from Developers Day.**

The Chairman thanked everyone who had assisted in The Developers Day. It was agreed that it had been a resounding success. The Chairman had emailed all developers thanking them for their attendance.

Lisa (who has considerable expertise in the field) agreed to take the questionnaires and provide some quantitative data for dissemination to the focus groups. She also agreed to look at options for analysing the comments to produce some initial qualitative data.

5. **Working groups**

Committee Members present agreed that Steering Group membership of the working groups should remain as agreed in February 2015

Traffic – Julia, Garry

Housing - John , Clive

Environment - Debbie, Phil T, Thia

Services/Facilities Chris, Garry, Phil J

Families – Fran, Julia

It was noted that Julia had some additional expressions of interest and she was asked to provide contact details to the relevant working groups.- **Julia to action**

6. **Any Other Business.**

Lisa agreed to look at options for putting questionnaire results on the web site.

7. **Dates of Next Meetings.**

Due to holiday commitments it was agreed to re-arrange the date of the next meeting to **Wednesday 10th June 7.45 – Julia was asked to check the availability of the Pavilion.**