

Notes from Extraordinary Steering Group Meeting
Held Wednesday 4th Feb 2015

Present:- G Hyde (Chairman NPGSG (GH)) Cllr.J Spencer, (JS)
Cllr J Cannon,(JC) F Jackson,(FJ) P Jackson,(PJ) C Jones,(CJ) C Abbot,(CA)
D Barnish(DB)

Apologies:- Cllr P Taylor,(PT) Cllr T Knowles.(TK)

The meeting had been called to discuss the next key steps required to address how the Steering Group would take The NP process forward.

1. The group agreed that there should be a further leaflet drop with the objective of informing residents of the outcomes of the questionnaire analysis, in addition to taking the opportunity to invite residents to come forward to become members of the Task Groups. A date of mid March 2015 had been agreed as a target date for the delivery of the leaflets
 - DB agreed to work on the compilation/design of the leaflet. This included translating the questionnaire data into a narrative which could be used as a basis for the leaflet in addition providing information to community groups.
2. Community Groups. It was agreed that contact should be made with community groups in the village with the aim of informing and inviting interested parties to join the Task Groups.
 - JS agreed to circulate members with a list of community groups for them to verify and identify any changes. Once this list was complete CJ would make contact asking for suitable dates when a representative from the NPSG could attend one of their meetings.
3. Task Groups. – It was acknowledged that there was an urgent need to increase membership of the Task Groups. It was hoped to achieve this by making contact with residents who had indicated an interest either at the Country Fair Day, or the Open Day. JS agreed to email and write to people, from the contact data base, asking if they would be interested in taking part in the Task Groups.
4. Developers – CA had arranged dates (beginning of March) for the NPSG to meet the developers. It was agreed that there was a need for the structure of these meetings to have some conformity. To prepare for the meetings JC,GH,CA agreed to meet on 11.30am Monday 9th February (at CA's) to formulate the structure. Following on from the developers' meetings, arrangements would be put in place for an Open Day when all developers would be able to make their presentations to the residents.

5. Characterisation Day – This had been agreed as the 23rd February. It was likely to be a ½ day workshop. JS to finalise details.
6. Task Groups. It was agreed that the finalisation of the TOR for each individual group would be the individual responsibility of the group once the Task Group had been set up. However the TOR would require authorisation from the Chair.
7. Finance – New Locality funding would be available from April 2015. The terms and conditions for the allocation of this money differed from the previous process. It was now necessary to apply for money for a costed project. GH and PJ agreed that they would need to work together to fully cost any bid.
 - It was suggested that we consider a traffic survey (similar to that undertaken by Barton NPG). JS agreed to contact Barton with a view to obtaining costings. Any money may require match funding.
8. Business Questionnaire. Andy Owen (WFNPG consultant) was working on the questionnaire. JS agreed to make contact with CK to discuss whether she would be interested in taking the lead on this. DB agreed to let CK have contact details for businesses in the village

It was the intention to update on these issues at the next full Steering Group meeting which would be held on the 25th February.