

Sutton Poyntz Neighbourhood Plan Steering Group

Minutes of Meeting on 19th July 2016 held at the Duck Bar, Springhead Pub, Sutton Poyntz.

Present:

Chris Balfe
Kate Blee (Chairman)
Bill Davidson
Bill Egerton
Tony Ferrari
Keith Hudson
Huw Llewellyn
Colin Marsh
Andy Price
Doug Watson

1. Apologies

Apologies were received from Liz Brierley, Mark Cribb (Secretary), Peter Dye and Keith Johnson. Colin Marsh also gave apologies for needing to leave early.

2. Minutes of Previous Meeting

The minutes of the meeting held on 21st June 2016 were approved as an accurate record.

3. Update on actions from the previous meeting

Conflict of interest forms: BD could not recall having received this, several others still to complete theirs. KB will resend original email enclosing form and asked members to give this their early attention.

Action KB

Neighbourhood area/forum formal consultation: Additional/replacement notices have now been erected around the village to ensure that all are aware of the consultation. It is hoped that the borough council's relevant committee will discuss the application in September.

Publicity: KB has submitted copy to the Register which will hopefully be published imminently. Also same copy has been submitted to the Society's newsletter/news bite editor.

Funding: KB reported that she had discovered since the last meeting that in addition to up to £15k cash funding there is also technical support available for various aspects of producing a plan. She had met with BE and MC and an application has been submitted for technical support for establishing a neighbourhood forum, which includes assistance with the project plan and budget. The application is being assessed on Friday via a telephone conference and will hopefully progress swiftly from then

4. Brainstorm session: aims/scope of the plan

The meeting discussed the aims and scope of the plan and next steps and the following points were identified:

Do we need a Mission Statement? Outlining what we are trying to achieve with the plan?

In a nutshell we are aiming to influence the future of the village. We need to get this message across as a priority.

This is distinct from a Vision Statement, which will emerge towards the end of the process when the village has given its vision for its future.

Method of evidence gathering must be open and all encompassing. Combination of open meeting/open day, house to house, letter drops, newsletters, email, website, possibly social media? We need to capture all 238 households and not just deliver newsletter/survey but knock and speak to people.

Timescale of the plan – to tie in with the local plan? 15 years?

Sustainability – a key neighbourhood plan, but not easy to define!

We want to know what people think – what is good about the village, what is bad. What would they like to see in the village, what would they like to keep. How to they see the village in 5 years? 10 years? 20 years?

People to tell us what the issues/scope should be, but we could provide prompts such as:

- Protected and non-protected spaces
- Amenities
- Community facilities
- Transport – links, public, all aspects
- Employment/tourism/farming
- Environment/countryside
- Flooding
- Culture/heritage/character
- Housing needs
- Demographics
- Footpaths
- Renewable energy

It was strongly felt that once the area/forum is approved by the borough council we should produce a newsletter/survey asking people what they think – TF agreed to work with DW on drafting something.

Action TF/DW

This would include an invitation to an open morning for people to come and talk to the steering group, and to post anonymous comments under key prompts. It might be possible to produce an interim budget or apply for just newsletter/hall hire funding for this, KB to investigate.

Action KB

We can then progress to a project plan and budget.

5. Any other business

CB and BE raised the fact that there are three Society committee members on the steering group and asked if the group felt that this caused a problem with the separation of the neighbourhood plan from the Society, if so one of them could stand down. The meeting felt that was desirable to keep all members of the steering group as there is

much work to be done and we need everyone's skills and experience. It was recognised however that the steering group should strive to encourage new members, particularly those who are not Society members, or those who have concerns about the Society, so that all views are encompassed throughout the process.

6. Date and Time of the Next Meeting

The Chairman confirmed the date and time of the next meeting as Tuesday 16th August 2016 at 7.30 p.m. in the Duck Bar. She reminded members that meetings will be held every third Tuesday of the month at 7.30 p.m. in the Duck Bar and to please note in their diaries.

The meeting closed at 9.05 p.m.