

Minutes of the Neighbourhood Plan Steering Committee Meeting – 19th July 2016

All,

Here are my notes and actions from the above meeting.

Present: JM, CF, TB, LB, MS, DC, JS, Becky Hopkinson (BH)

1. Apologies Received: CR, CH, AG, JC

2. LB introduced her colleague Becky Hopkinson who has created the latest survey monkey for site nomination and who will be continuing with other activities while LB is on vacation during August

3. The purpose of the meeting was to review the open day held on 16th July where the 4 potential sites for nomination were available for review.

JM gave an overview of the day - 101 visitors had attended and a number of nominations were given on the day via post it notes as well as other comments. BH confirmed that the survey monkey is also starting to receive votes.

Action JS to enter all input received via post-it notes and to summarise the other comments

Action BH to change the survey monkey to allow multiple entries per PC as done on previous surveys.

From the initial analysis of votes all sites have received some first choice votes although the majority have been for Pale Lane. Whether this site can be included in the Neighbourhood Plan is however still unclear.

Action BH and LB to follow up with Hart on this over the coming weeks.

There was then a discussion on how to maximise the number of votes being received via the survey monkey over the next 2 months to ensure a good representation of response

Action JM to ensure an article is included in the September Contact stressing the need for people to give their input

The focus groups involved in the May focus sessions should be contacted again to ask if a formal email communication could be sent to all of their respective members asking those who live in the village to respond to the survey monkey.

It was assumed that the same people that did this before will take the lead on this and so I have added below the responsibilities that were assigned previously

Action for follow ups

St. John's Church - MS

Rotary/Methodist Church - CH

Catholic Church - SF. As Steve is no longer a Steering Group member is there anyone else who can take this over?

Preservation Society - JS

Scouts/Guides/Football Club/Cricket Club - TB

Baptist Church/WI/U3A - JM

Local Schools - JM to request CR and DH to assist with this

If there are other village organisations that members may be involved with please feel free to contact them as well.

To help with the communication to the above groups I have attached 2 documents - the parish map showing the locations of the sites and a summary of the background to this activity that has been put on the web site.

Access to the survey can be made via the web site <http://www.hartleywintneynp.org.uk/> which provides additional information on the site assessments or directly from

<https://www.surveymonkey.co.uk/r/HWsites>

There was a general discussion on the level of activity over the next few weeks due to the holiday period and the impact of Steering Group members attending meetings. As a result it was viewed that we should not hold any further meetings until mid September. Therefore the next meeting date was set for **Tuesday September 13th at 6pm in the Parish Council offices.**

I will send out a reminder nearer the time as usual but please reserve the date as we should be in a position then to decide how to move forward on the remaining detail of our Plan.