

LITTLE BIRCH and ACONBURY

NEIGHBOURHOOD PLAN – STEERING GROUP

Notes

for

Meeting on 20th July 2016 at 7pm

Present: John Jones, Margaret Scrivens, Mike Leigh, Andrew Mayden, Steve Naylor, Susan Jones, Sophie Glover (Clerk). Dr David Nicholson, Donna Palfreman

Meeting started at 7.02pm

1	Apologies Alison Clark, Cathy Saddler, Ben Roberts, Tim and Isobel Riley	Actions
	<p>Introductions The Chair offered to go through the previous meetings notes – all were ok.</p>	
2	<p>Vote on moving ‘Acting Chair’ to ‘Chair’ ML proposed that JJ remains as Chair, Seconder AM All in favour. John remained in the chair.</p>	
3	<p>Update on : Little Birch Village Fete:</p> <p>JJ outlined why we were doing these publicity events, to show that the parishoners were consulted before, during and at the end of the NDP process. SJ then added, it was a pretty successful event, lots of interest was expressed. We gained some more e mail addresses to add to our list. She thanked SN for providing the gazebo.</p> <p>ML asked if there was an idea of how many new leads these events had created, but the clerk was unable to give him an answer at that time. (Having checked we have 20 e mail addresses to add to the ‘contacts’ list for NDP information.) DN suggested that a prece of the three events should be put together now when they are still fresh in peoples memory.</p> <p>JJ, SJ, EG and ML will put together 6 pages or so of this. DN will send JJ a copy of another parishes as an example.</p> <p>Clerk to send DN and JJ the comments from the three events.</p>	<p>JJ, SJ, EG, ML</p> <p>Clerk</p>
4	<p>Grant application The clerk informed the group that we had now received the grant, and had 6 months from 13.7.16 to spend it. She told the group that it was quite tightly controlled as to how we could spend it. DN explained about the CIL and how the NDP was affected by this (when you have a NDP the % CIL increases for the parish).</p>	
5	<p>Dr David Nicholson – looking at questionnaires and the way forward DN had circulated a questionnaire that he had used in another parish. He planned to produce a draft questionnaire which he would circulate for comments before it is printed and sent out to all parishioners. These completed questionnaires will be the next bulk of evidence from which the NDP will be produced.</p>	

	<p>JJ: suggested that the example one should be gone through so that we can tailor it to be concise and pertinent to Little Birch and Aconbury. He also said that the steering group needed to sign up to both delivering and picking up the questionnaires.</p> <p>DN: suggested that JJ's idea was possibly most effective, with the steering group getting together and passing their decisions to DN.</p> <p>He suggested at the next meeting thrashing out 20 questions, perhaps the group could meet in a fortnight to go through the example questionnaire. Clerk to send out notice of this exceptional meeting, 7pm on 2nd August, main steering group meeting will be 7pm on the 16th August where David will had a draft questionnaire for LB and A for discussion at this meeting.</p> <p>Then DN asked the Chair if he could be tasked with looking at existing planning policies. It was agreed unanimously that he should do this. The chair emphasised that Little Birch was a pretty unique village, with its problem with being 'sustainable'. DN said that the point of the NDP was that the people of the villages can say what they want to see in new building in the area.</p> <p>Distribution of the questionnaire was discussed, ML mentioned how the newsletter was distributed. But it was thought that hand delivering to each property with the opportunity to discuss what it was about would be most successful. Suggestion that each deliverer would have a sheet of stickers to use if the person was out that gave a phone number and date that it would be being picked up.</p>	
6	<p>Logo Mike Leigh, had been to Richard Low who had done the designs for no cost. He passed them round for people to look at. He had included a tag line for consideration. Designers suggestion was to go for three different blocks that could be used together or separately as felt fit.</p> <p>A discussion followed. DN said it was best to have logo's and fonts that were demonstrably different from the PC logo.</p> <p>It was agreed that the group was actually looking for a letter head, and perhaps a front sheet for the final document. Proposed AM seconded SJ All in favour.</p> <p>The chair thanked ML and Richard Low for their efforts in doing this work.</p>	ML will send Jpegs to clerk
7	<p>Next steps: Extra meeting on 2nd August to look at other peoples questionnaires, then the next steering group meeting is 16th August, both at 7pm. DN will attend the 2nd with a draft questionnaire for LB & A for discussion.</p>	
8	<p>Date and time of next meeting As above</p> <p>Things for the next agenda: To get things in the newsletter we need to have the news to them by 16th of each month. Suggestion that BR might be prepared to put some thing together for the September newsletter.</p>	BR (in his absence)s

Meeting closed at 8.10pm