

Pavenham Neighbourhood Plan

Minutes of Steering Group Meeting held on 02 July 2015

Apologies: Brian Greenwood, Jim Russell

Attendees: Jon Bramwell, Peter Daniel, David Evans, Hugh Josty, Emma Pearce, Margaret Telfer, Christina Holloway, Roger Whilding, Ian McKenzie, Peter Sharpe, John Stamford

Steering Group Meeting 11th June – outstanding actions/matters arising

1. None

Launch Event – item 3

1. Very positive feedback, information presented in a clear and professional way.
2. All relevant information is available on The Neighbourhood Plan (NP) drop box.
3. The “sign in” had yielded approx. 90 email addresses. These will be contacted thanking them for their attendance and giving a summary of attendees, where to find launch comments etc. – **Action HJ**
4. Of the 325 households on the electoral role (includes Pavenham Park), 97 represented by a visitor at the Launch Event, i.e. approx 30%.
5. General agreement that we should preserve the “Map” and if possible hang it in the hall. Obtain quote for framing – **Action DE.**
6. Determine from the map the number of “concerns” indicated relating to the previous call for planning sites – **Action DE**
7. Write a brief report of the Launch Event suitable for inclusion in the Parish Newsletter to be distributed throughout the village in July – **Action HJ.**

Working Parties – item 4

1. Nominated leaders of Working Groups to analyse the inputs received at the Launch Event. A meeting to be arranged with Brian Greenwood to ascertain the relevance of the topics identified with respect to the preparation of our NP, ideally in second half of July – **Action HJ.**
2. Discussion and agreement that we require further guidance on the scope of the NP (hence meeting above) together with a better understanding of The Borough Council’s activity with respect to Neighbourhood Plans. We also agreed to liaise with adjacent Parishes and their NP preparation. Invite Borough Council’s NP representative to our next Steering meeting – **Action HJ**
3. The above points are in support of the focus on policies for planning and land use as required by the NP process.

Questionnaire – item 5

1. To be addressed at next meeting.
2. Obtain a copy of Milton Ernest’s questionnaire – **Action John Stamford**

Expenditure to date – item 6

1. Of the initial Grant of £2418 we have £1844 remaining.

AOB – item 7

1. The winner of the Best Children’s Zone question form was Isabelle Minney (aged 7).

Next Steering Group Meeting 4th August 2015 at 8pm

David Evans 2/07/2015

File: Steering Group Minutes.