

NEIGHBOURHOOD PLAN STEERING GROUP

WHITCHURCH AND GANAREW

Minutes of the meeting held on 26 January 2015 at The Old Court Hotel

PRESENT J Dixon (Chairman) G Hiscox S Borthwick G Litson P Lewis E Heyes
A Thomas

ATTENDING K Shilton (Administration)

APOLOGIES J Herbert

J Dixon reported that it had been made known that J Herbert could not attend any meetings until Spring 2015 and was considering if it was therefore meaningful to remain on the Steering Group. The meeting agreed that the Neighbourhood Plan with its many work segments meant that J Herbert could therefore readily participate into the project and should remain on the Steering Group.

1. ACTION POINTS FROM THE MEETING

S Borthwick to contact the Village School to arrange announcements on the public meeting held on 26 February 2015.

Public meeting preparation

All member groups prepare their material for the display boards for discussion and review for the next Steering Group meeting 9 February 2015.

P Lewis to arrange 500 announcements / invitations as well as A3 posters with Flying Colours..

P Lewis will co ordinate all headings and text required for all display boards.

G Litson will print out all headings and text required for all display boards.

G Litson to arrange for the announcement / invitation to the public meeting to go onto the web site.

All members prepare for house drop distribution the invitations 10 days before the public meeting.

One display board to present the Parish Plan action projects selected to date.

G Hiscox to contact the Parish Plan project leaders from the Parish Council to ensure contact is made with the relevant resident volunteers in the next 2 weeks and have their progress update prepared for the next Parish Council meeting 10 February 2015.

2. MINUTES OF THE LAST MEETING HELD ON 12 JANUARY 2015

These were agreed and confirmed and signed by the Chairman of the meeting J Dixon.

3. REPORTS AND UPDATES FROM THE LAST MEETING

J Dixon confirmed that the appointed planning consultant Sally Tagg would attend the public meeting and be the main speaker.

P Lewis and E Hayes confirmed that the announcement for the public meeting had been submitted and published in the Village News.

4. PUBLIC MEETING TO BE HELD ON 26 FEBRUARY 2015

The meeting structure was reviewed.

Refreshments available on arrival and the opportunity for residents to look at the prepared display boards

J Dixon welcome and introduction

Sally Tagg presentation

G Hiscox brief review of the 7 stages of the Neighbourhood Plan

Topics review by Steering Group members (reference the display boards)

Break and further opportunity for residents to look at display boards and sign as volunteers in developing the Neighbourhood Plan

Resume meeting for discussion and closing comments

5. WEB SITE UPDATE

G Litson reported that progress continues and that a further meeting was planned with our website consultant for 27 January 2015.

6. LOTTERY FUNDING UPDATE

G Hiscox reported that the application was now completed ready for submission but would be first reviewed with the grant specialist at Herefordshire Council.

7. STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)

G Hiscox reported that a number of the queries regarding the SEA have now been answered by Herefordshire Council but he awaits responses to certain others. In any event the SEA is not a priority at the moment.

8. PARISH PLAN UPDATE

The meeting was informed that the Parish Council had appointed leaders for the initially selected projects and would be contacting the resident volunteers for assistance.

The projects were confirmed as Roads speed concerns and parking / Information pack for new residents and associated publicity / Litter pick up events / Martial Arts / Community Help

Bulb planting in selected areas of the Parish with leadership from A Thomas together with resident volunteers had already commenced.

NEXT MEETING TO BE HELD ON 9 FEBRUARY 2015 STARTING AT 5PM AT THE OLD COURT HOTEL

The meeting started at 5pm and ended at 6.30pm

Signed

Chairman

Date