

STISTED NEIGHBOURHOOD PLAN
Notes from the meeting held on
Wednesday 22 November 2017, 7.30pm
at The Village Hall

1. Introductions

Everyone was welcomed to the meeting and introduced themselves.

2. Recap on the Neighbourhood Plan process and area designation

Jan explained the process and answered questions. Details are available in the Neighbourhood Plan guide. Documents outlining the process will be emailed.

Jan distributed the summary of comments from the workshop on 23rd September, and further information about creating a Vision and Objectives. Stisted PC has applied for the parish to be approved as a Neighbourhood Plan area.

3. Working agreement / relationship with Stisted Parish Council

A committee of the parish council can appoint a steering group to work on the neighbourhood plan. An example steering group terms of reference was available. Jan will email Christine Marshall (clerk) the structure used by other councils. The terms of reference can be formally agreed at the next meeting.

4. Appointment of steering group officers

The steering group will need a chairman and secretary. A formal appointment will be made at the next meeting.

5. Getting Organised – time plan, budget and funding

An example time plan was circulated and the early tasks discussed. Jan explained that funding of £9,000 per parish is available at present, from central government funding.

6. Engaging the Community

Jan explained the importance of engaging the community in relation to the referendum. There was a discussion about involving the community in creating the vision and objectives and the timing of a household survey. It was agreed to discuss ideas at the next meeting.

7. Creating the Evidence Base

Jan explained that evidence comes from a variety of sources: public opinion, statistics, asset mapping, interviews, and other studies. The first part of a Neighbourhood Plan is an 'our village today' section which could be started on immediately.

8. Date of next steering group meeting

Wednesday 13th December, 8pm
Venue tbc