

## Neighbourhood Plan Meeting WEDNESDAY 27 NOVEMBER 2019 19:30 hrs

Present: David Willingham (DW)

Alan Routledge (AR)

Mark Hughes (MH)

1. Apologies from MRH, DB, for absence.
2. Minutes from last meeting approved. DW to post to website.

ACTION DW

3. Article for PC mag / newsletter approved. MH to enquire when it can be published.

ACTION : MH

4. Awarded grant does not cover full www hosting and domain costs. When making grant application it is only possible to upload three files, so only one months www invoice was uploaded as this was all that was available. DW has been covering these costs out of pocket and enquired whether to ask for the grant to be reconsidered to cover at least a full years hosting at risk of delaying the grant. MH suggested that the PC might cover the cost and will enquire at the next PC meeting. DW to provide cost to date and invoices to MH.

ACTION: MH, DW

5. AR to follow up with Liz Lake regarding a kick off meeting regarding the Landscape Character Assessment. AR, DW, MH stated they could all be available during normal office hours if required. DW stated that he was only available between 9am and 1 – 2pm (depending on length of meeting) due to other commitments. AR to come back with potential dates and times for meeting,

ACTION: AR

6. General discussion about grant spending and mechanism for unused funds come the cut off date. Group need to ascertain whether grant money needs to be simply allocated or spent. DW to follow up with locality / RCCE.

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ACTION:DW

7. MH to contact Laura Atkinson at RCCE to confirm grant award and to action the Housing Needs Survey.

ACTION:MH

8. DW to follow up with Locality regarding the Design Codes package and next steps.

ACTION:DW

9. Discussion regarding important green spaces in the village which require preserving in the NP. Looking over the parish on a OS map, after producing a short list, it was decided that it might be worthwhile driving round the parish and cataloguing green spaces with photographs so these can be presented to the public for opinion in a future public meeting.

ACTION:MH

10. No progress made regarding the request for sites method.

ACTION:DW

11. "Our village today" is the next step on the NP project plan. Three aspects; business – MRH was to be creating list of businesses in the parish; community – DB was to create a list of community organisations and buildings; historical context – AR has approached Howard Holland and Derek Pryke regarding providing this. Progress to be discussed at the next NPSC meeting.

12. Brief discussion about diversity on the NPSC. Awaiting feedback from DB who had two potential new members. NP article also asks for interested parties to come forward. To be discussed at next meeting.