

NEIGHBOURHOOD & PARISH PLAN STEERING GROUP MEETING 26th JANUARY 2012

Report on the 2nd meeting of the Neighbourhood & Parish Plan Steering Group was held in the Compass Room at Gurnard Pines on Thursday 26th January 2012 from 7pm.

Present:

Councillors Richard Day, Andy Longman & Aslam Javaid, **Messrs** Guy Boorman, Richard Cobden, Bede Townsend, Terry Nolan, Steve Dines, **Mesdames** Trish Wray & Yvonne Ras. Rusty Adams (Parish Clerk) & Miles Seymour (Consultant).

Apologies:

Cllr Paul Fuller & Carolyn Sibley.

Election of Chairman:

Rusty Adams welcomed all to the meeting, and asked for nominations for Steering Group Chairman.

There was only one nomination, and so Richard Day was elected.

Steering Group Membership:

12 members have come forward to serve on the Steering Group:

Richard Day, Andy Longman, Aslam Javaid, Guy Boorman, Richard Cobden, Paul Fuller, Bede Townsend, Terry Nolan, Steve Dines, Carolyn Sibley, Trish Wray & Yvonne Ras.

2 others have agreed to assist with some of the “legwork” during the project:

Jo Hinton & Julie Boorman.

Rusty Adams has been appointed by Gurnard Parish Council to administer the Steering Group meetings.

The Process:

Defining the Area

It was agreed that the Gurnard Parish Boundary should serve as the area the Plan refers to.

Project Name

It was agreed that the project should be named “Gurnard Neighbourhood Plan”

Headings and Topics to be included in the Plan

It was agreed that the following headings should be included in the final plan document:

Map, Forward, The Village and the Local Area (including map of defined area), The people of Gurnard, Vision & Objectives, Consultation Methodology, Traffic Management, Transport (provision and links), Recreation, Tourism, Community Benefit Projects, Safer Neighbourhoods, Education, Local Business Interests, Communication, Partnership Working, Housing Needs (including type, design, location), Sustainable Community, Local Employment, Local Economy, Environmental Protection and Development, Improving Community Services, Action Plan, Scrutiny, Referendum, Appendices and Analyses, Steering Group Profiles, Acknowledgements, Localism & Need to Protect Gurnard’s Green Fields.

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Consultation

It was agreed that a whole range of consultation methods should be used including hard copy questionnaires, planning for real, IT questionnaires, newsletters, survey monkey, website links, social media (Twitter, Facebook and U-Tube), exhibitions & public meetings.

Project Publicity/Profiling

Discussion led to a broad agreement that publicity will be sought through as many media as possible and this included Gurnard News, Village Talk, branding the project locally, Facebook, Website links, local notices etc.

1st Public Meeting

It was agreed to defer a decision on this until after the 23/2/12 Steering Group meeting, after which all may have a better understanding of what such a meeting should best aim to achieve.

Funding and Costs

A monthly a/c has been kept since the project started, which will be needed to justify any funding we manage to draw down for the project.

All Steering Group members were asked to keep Rusty informed by e-mail of all time spent working on **anything** to do with the project in between meetings – this can be quantified financially under an in-kind time heading, and used in the final financial return.

Members were asked not to purchase anything for the project unless it has been agreed at one of the meetings, in which case money spent will be refunded subject to a receipt being provided, or if it is stationery then it will be replaced from Parish Council stock.

The Parish Council is applying for some initial funding which, if successful, will provide at least £3,600 but maybe more. There will be a need for additional funding later on in the process, especially for consultancy and printing of the final plan.

For funding application purposes only, a draft budget has been drawn up that includes justifiable expenditure - a total of £18,208.00.

Final Document

Miles Seymour from Seymour Communications was introduced, who was the consultant used for the Parish Plan in respect of the final printed plan document, who was attending without prejudice.

Following much discussion on the format of the document, **it was agreed to ask Miles to produce some figures for consultancy and printing of the final document, in much the same way as he did for the Parish Plan, which would include attendance at some Steering Group meetings.**

Next Agenda

It was agreed that this whole agenda should be given over to Wendy Perera from Planning Policy. The Steering Group was asked to give Rusty some bullet point ideas for the agenda within the next 2 weeks.

Next Meeting – Thursday 23rd February – 7pm in the Compass Room at Gurnard Pines.

The meeting closed at 9.40pm!!