Three Parishes Neighbourhood Plan Steering Group Meeting 17th January 2019

held at Moreton Say Village Hall, 7.30 pm

Present:

Representatives of the Three Parishes:

Adderley – Paul Nash, Marius Coulon and Lucy Dowley

Moreton Say – Geoff Turner and John Cole

Norton in Hales – Peter Eardley, Penny Tresadarn and Ian Sadler

Dave Shaw – Independent Chair and Jane Evans - Clerk to Adderley and Moreton Say Parish Council

1. Welcome, Apologies and Introductions:

Apologies were received from Louise Dowley, Melanie Joyce, Keith Mycock, Chris Dutton, Ken Greetham and Paul Wynn.

1. Notes from the Last Meeting on Thursday 10th December:

Prior to the meeting these notes had been circulated to all steering group members. The actions from these notes were reviewed and had either been completed or were on the agenda to be taken further.

1. Decision by Shropshire Council re Designated Area:

Jane reported that on 12th December 2018 Shropshire Council had resolved to approve the designated area of the Three Parishes Neighbourhood Plan and published this decision on their website although no-one from Shropshire Council had not actually let the Neighbourhood Plan Steering Group or Parish Councils know.

1. Consultancy Agreements with SRCC and aPT:

Prior to the meeting Jane had circulated these agreements which were based on the expression of interest documents previously received and amended following the meeting with SRCC and aPT on 5th December 2018. The Steering Group unanimously agreed to the terms and conditions of these agreements and Marius signed them, as Adderley Parish Council – the lead Council – Chairman, on behalf of the group.

1. Communication Strategy Meeting 9th January 2019:

Paul reported on this helpful workshop which Renee ran for a representative from each Parish Council – see notes in file. Paul went on to highlight the ways of communicating including updating the website and press releases along with the events in each Parish and also the documents which were need within the Neighbourhood Plan process. Paul explained how it was sometimes the smaller tasks which needed extra volunteers to help with and suggested that everyone tried to identify different people who may be able to help with these smaller tasks.

Action: Everyone to try to identify people who may be able to do smaller tasks.

1. Project Plan Update:

Paul circulated copies of this updated project plan and this was reviewed. Paul also asked if there were any updates between steering group meetings could these be emailed to Jane so that she can co-ordinate with Geoff and Paul to update the website and circulate steering group mailing list if required.

Action: Jane to liaise with Geoff/Paul re updates between meetings

1. Forthcoming Events:

The following are Coffee Mornings held that are going to be used as Neighbourhood Plan awareness and promotion:

21st Febraury 2019 – Moreton Say Clive Hall 10 am

22nd February 2019 – Adderley Village Hall 10 am

26th February 2019 – Norton in Hales Village Hall 10 am

It is hoped that at these events there will be maps and displays along with examples of existing Neighbourhood Plans for people to have a look at and also there will be options given from participants.

Further evening Open Forum events need to be arranged before the middle of March and each of the Parishes need to identify the event best suited to their residents and organise these events. Renee and aPT will be helping with the format of the events and it was suggested the they be invited to the next steering group meeting, hopefully the week starting 18th February, to give some guidance regarding these events.

Action: The representatives of each Parish need to get together and organise their Open Forum events.

 Jane to liaise with Renee and aPT regarding attendance at the next steering group meeting.

1. GDPR requirements:

At the Communications Strategy meeting Renee had provided some information on the GDPR requirements as they relate to Neighbourhood Plans and prior to this meeting Jane had circulated a draft Privacy Notice for inclusion on the website once the on-line comments/feedback system was in place.

Action: Jane to liaise with Renee regarding the Privacy Notice

1. Any other business: There was a discussion on the Local Plan Review a consultation currently being run by Shropshire Council.
2. Date of next meeting:

Jane will contact members of the steering group once a date has been arranged for the next meeting at Norton in Hales.

Action: Jane to book Norton in Hales Village Hall once date known.