Three Parishes Neighbourhood Plan Steering Group Meeting 18th February 2019

held at Norton in Hales Say Village Hall, 7.30 pm

Present:

Representatives of the Three Parishes:

Adderley – Paul Nash, Marius Coulon, Keith Mycock and Ken Greetham

Moreton Say – Geoff Turner

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

Dave Shaw – Independent Chair

Renee Wallace – Shropshire Rural Community Charity

Gavin Ashford and Siobhan Martin – Apt

Jane Evans - Clerk to Adderley and Moreton Say Parish Council

1. Welcome, Apologies and Introductions:

Apologies were received from Louise & Lucy Dowley, Melanie Joyce, Chris Dutton, John Cole and Paul Wynn.

1. Notes from the Last Meeting on Thursday 17th January:

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. Update regarding data gathering of target audience and communication strategy document:

Apt gave a presentation on the information and help that they would be supplying both for background information and at the actual Open Forum events. Renee advised the meeting that she was working on the target audience and she would also be getting Parish Profiles for each of the three parishes from Shropshire Council. Gavin suggested that it would be good to do a log of the types of Planning Applications received/granted & refused in the three parishes and by liaising with Shropshire Planning it may be possible to get this information for the last 5 years.

Action: Apt to provide information as specified, Renee to request Parish Profiles from Shropshire Council and work on target audience, Jane to liaise with Shropshire Council regarding Planning Applications

1. Website and publicity:

Geoff and Paul advised that changes had been made to the website to update it and once each of the coming events had happened photographs and reports can be put on. Renee suggested running a favourite photo of the area competition in the future to generate more interest and publicity and perhaps a drawing competition at the schools.

Action: Geoff and Paul to continue updating the website

1. Coffee Mornings:

Each parish will coordinate help and refreshments for the upcoming Coffee Mornings.

Action: Each parish

1. Open Forum Events:

Apt will be attending these events and each parish will coordinate their own refreshments and volunteers etc. Jane will retype the general questionnaire for each parish for use and these events and the Coffee Mornings. Paul will start a facebook and website campaign to publicise these events.

Action: Jane to retype general questionnaires and Paul to start facebook campaign.

1. Any Other Business:

Jane circulated a schedule of invoices received relating to the Neighbourhood Plan, detailed overleaf.

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| Three Parish Neighbourhood Plan Expenditure for payment: | |  |
| Payee | Details | Amount |
| Shropshire R C C | Stage Payment for consultancy work | £330.00 |
| 34SP.com | threeparishplan.org website | £119.40 |
| Adderley Village Hall | Meetings to 31st March 2019 | £120.00 |
| Allsorts Design & Print Ltd | Invitations for M S Open Forum meetings | £50.00 |
| J E re various | Stamps/envelopes/SC re address data | £97.70 |
|  | Total | £717.10 |
|  |  |  |
| *Vat due back on above invoices £55* | |  |

It was unanimously agreed by the Steering Group that these invoices be paid by Adderley Parish Council, on behalf of the Three Parishes Neighbourhood Plan, at their next meeting.

Jane also advised the Steering Group that she had also contacted Norton in Hales and Moreton Say Village Hall committees so that they could send an invoice relating to the hiring of their halls for the Steering Group meetings.

1. Date of next meeting:

It was agreed that the next meeting would be on Wednesday 20th March, starting at 8 pm, as everyone would be able to report back on the Coffee Mornings and Open Forum Events.

Action: Jane to contact the Adderley Village Hall booking officer and confirm to all.