Three Parishes Neighbourhood Plan Steering Group Meeting 20th March 2019

held at Moreton Say Village Hall, 7.30 pm

Present:

Representatives of the Three Parishes:

Adderley – Paul Nash, Keith Mycock and Ken Greetham

Moreton Say – Chris Dutton, Geoff Turner, John Cole, Caroline Wellon, Mary Plant and Peta Smith

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

Dave Shaw – Independent Chair

Melanie Joyce – Clerk to Norton in Hales Parish Council

Jane Evans - Clerk to Adderley and Moreton Say Parish Council

1. Welcome, Apologies and Introductions:

The Chair welcomed the new members to the Steering Group and apologies were received from Marius Coulon and Roy Aldcroft.

1. Notes from the Last Meeting on Thursday 18th February:

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. Review and agree the draft Communications Strategy document:

Jane circulated a draft Communications Strategy document which the Steering Group read through it and unanimously agreed to adopt. A copy will be retained in the Neighbourhood Plan file and Jane will send an electronic version to Geoff to put on the website.

Action: Geoff and Jane to publish Communications Strategy document.

1. Feedback from Coffee Mornings and Open Forum Events:

Moreton Say: Both events were successful with over 20 attending the Coffee Morning and a further 15 people coming along to the evening Open Forum Event. Questionnaires were completed and also taken away to be considered and completed later.

Adderley: The events in Adderley were not quite as successful as Moreton Say but Adderley has already had an event and over 20 questionnaires were completed as a result of that, there were a few new residents and useful questions were raised.

Norton in Hales: At the existing regular Coffee Morning the Norton in Hales members of the Steering Group talked to residents about the Neighbourhood Plan and the Open Forum event was in the form of a quiz and Hot Pot supper which c30 people attended with lots of questionnaires completed.

1. Report from Renee regarding the questionnaire’s responses received to dates:

Prior to the meeting Renee’s report had been circulated and Paul outlined some of the general issues that had been seen.

1. Collection and collation of remaining questionnaires:

There was a discussion regarding the collection of the questionnaires that had been taken away and not yet returned. Jane will send a note to the Steering Group members of people who had taken questionnaires but not yet sent back and Paul suggested that the cut-off date of before Easter for those still outstanding, all agreed. Over the next few weeks the Steering Group members will encourage anyone who has not yet completed a questionnaire to do this online via the website.

Action: Steering Group members to try to collect any outstanding questionnaires from their Parish and encourage online responses.

1. Engaging Land Owners Event:

Paul had originally thought that this could be one event to include all three parishes with a panel of representatives from agencies who deal with landowners ie NFU or CLA, unfortunately the agencies were not inclined to attend such an event and so this engagement requires some further thought. Jane will include it on the agenda for the next meeting and the Steering Group members will have a think about this and bring any ideas to the meeting.

Action: All members of the Steering Group to consider ideas for an event.

1. Engaging School’s Event:

Renee had sent a report which Jane read out as to how she suggested engaging the children that attended the three parish schools in the Neighbourhood Plan and asked for a couple of volunteers to help with the podcast activity, Caroline and Peta volunteered to help with this.

Action: Jane send Caroline and Peta’s email details to Renee for her to liaise regarding visiting the schools.

1. Engaging Young People:

Renee had sent a suggestion regarding a possible way of engaging young people in the Neighbourhood Plan process and this was read out and discussed. It was agreed that in the first instance members of the Steering Group would speak to the various sports groups in the parishes to ask the young people if they would like an event at which their views could be given. At the next meeting the responses will be discussed under this agenda item.

Action: Steering Group members to contact sports groups in parishes, and other young people, regarding an event.

1. Agree Expenditure:

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| --- | --- | --- |
| Payee | Details | Amount |
| Clive Hall, Moreton Say | Meetings to 31st March 2019 | £120.00 |
| Shropshire R C C | Stage Payment for consultancy work | £1,140.00 |
| apT Telford & W Council | Stage Payment for consultancy work | £1,182.00 |
| apT Telford & W Council | Stage Payment for consultancy work | £936.00 |
| apT Telford & W Council | Stage Payment for consultancy work | £1,182.00 |
| Shropshire R C C | Stage Payment for consultancy work | £3,035.04 |
|  | Total | £7,595.04 |

Jane proposed payment of the above detailed invoices, Paul seconded this and all agreed.

1. Any Other Business:

John suggested that Jane clarified the timetable of milestone dates for Shropshire’s Local Plan to ensure that it coincidences with the work being undertaken by the Steering Group and projected completion of this Neighbourhood Plan.

Action: Jane to liaise with Shropshire Council regarding the Local Plan

1. Date of next meeting:

It was agreed that the next meeting would be Tuesday 16th April and any completed questionnaires handed in.

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