

MINUTES FROM NDP MEETING – 7pm CHURCH HOUSE 18th OCTOBER 2018

Attendance: Mike Hobbs **MH**; Peter Male **PM**; Rob Humphries **RH**; Georgina Kelly **GK**; Greg Hall **GH**; Keith Baker **KB**

Volunteer Sec: Tom Wheeldon **TW**

Apologies: Julie Wheeldon **JW**

Other attendees: NIL

The Chairman **MH** called the meeting to order.

MH Informed those present that Chris Whorwood had recently decided to stand down from the NDPG. He also commented that Chris still wishes to support the NDP process as a Co-opted member as required.

MH Asked that the NDPG gratitude be recorded for the work that Chris has been involved with to date, and for stimulating local interest in getting the new NDPG up and running through his personal enthusiasm for the process. **MH** also wished it to be recorded that Chris would be welcome to rejoin the group if he were to consider doing so in the future, and accepted Chris's offer of help as a Co-opted group member when required.

1. Apologies

As indicated above.

2. Review Draft Minutes 11th October 2018

a) **MH** Asked the group for their considered opinion of the 11th October 2018 meeting.

All group members present felt that the meeting was extremely informative and professional, and provided good guidance for the work that lay ahead.

The Draft minutes were discussed in detail due to the nature of the inclusions/amendments from a wide distribution of attendees. All inclusions/amendments received from the attendees have been carried out. The amended Draft minutes were provisionally 'Approved' awaiting the opinion of **JW** in relation to some proposed adjustments of comments in the Draft attributed to her.

All other comments on inclusions/amendments to date, to be with the Secretary for action by close of play Tuesday 23rd October 2018. After this time the updated Draft minutes will move to 'Approved' status and will be uploaded to the NDP web site.

b) **KB** Wished to have clarification on a comment made in the Independent Consultant report at Paragraph 6 sub para 6.5 (eg National guidance in relation to planning status of schools).

ACTION: **TW** to contact ESBC Planning Department for their opinion.

c) **KB** Stated, that following the successful meeting on the 11th October, it is most important to maintain a regular dialogue with Anna Miller and Naomi Perry of ESBC Planning Department.
All present agreed with this sentiment.

d) **ALL** Following the PC review of the Independent Consultants report, the NDPG to work on **GK's** Draft Communication Strategy for inclusion in the November Issue of the 'Parish Bulletin'. Deadline for inclusion in the Bulletin is 27th October 2018.

3. Review Action Grid

A22; A26; A46 MH to write to PC (Cllr Appleby) to enquire further on the topics of these Actions (eg Exhibition material and hard copy survey data held by the previous NDP committee / More detail on current budget level / PC opinion to their approach regarding upkeep of any increase in 'Community Gain' land).

4. Matters arising

a) **MH** Referring to the Independent Consultant report, discussed setting out a NDP Progress Plan.

KB Advised that public engagement would be essential at this point. Public attendance at future NDPG meetings will greatly assist in gathering public opinion. The degree of dialogue at these meetings must allow for the public opinion to be freely expressed.

b) Every effort must be made to widely spread the notice of upcoming NDPG Open Meetings with the public. This could be assisted through contact with local village organisations.

ACTION: TW In order to meet the upcoming NDPG meeting (Thursday 1st November 2018) coordinate notice through current links with the public in the first instance, as well as Parish Notice boards.

It will be necessary to give greater notice of the public sessions in the future, and other methods should therefore be utilised in order to provide effective notice to the public.

ACTION: ALL Take time to prepare consistent and accurate response to typical Q's

c) **MH** Advised that the Independent Consultant report must be amended in time for presentation at the upcoming PC meeting (31st October 2018).

d) **PM** Requested that the latest version of the Independent Consultant report be made available for consideration by the NDPG.

ACTION: MH/TW to ensure the group members have a copy of the latest version of the report.

5. Budget discussion and 'Locality' Funding Application

- a) **MH** Provided an overview of the funding application process that had been provided to him by **JW** who had made a first attempt at filling out the necessary details on hard copies of the application documentation.

Due to a short timescale to process the documentation on line, it is important that all relevant information is available prior to commencement of making an application.

The NDPG agreed to work towards obtaining all relevant information.

- b) **GH** Presented a view on the breakdown of the funding process available to NDPG's. He informed that the initial £5000.00 already received is provided by ESBC as their support for production of an NDP. Further sums are then available for application through 'Locality' (eg £9000.00 and £8000.00 respectively)

ACTION: **RH** to collect the group's comments ref the 'Locality' funding application process, and then consult with 'Locality' in order to then present his findings at a future meeting.

6. AOB

- a) **PM** Commented on the upcoming 2018 Christmas tree festival in the parish church. Those present agreed that the NDPG would provide a tree for the festival. **MH** informed everyone that he had one at home and would make it available for use as required.

ACTION: **MH** to make Christmas tree available to the group in time for the 2018 tree festival.

The meeting closed at 9pm

7. Agenda, date and time of next meeting

These minutes will inform the items for the next Agenda.

ACTION: **MH** to produce Agenda and distribute for comment at least 48hrs before the next meeting.

All **ACTION** points to be processed. If there are any problems in completing **ACTION's** get in touch with the committee for assistance ASAP.

Next meeting: Thursday 25th October 2018 – 5:30pm – Church House

ACTION: **TW** to book the room

With effect from 1st November 2018, the public will be invited to attend the first NDP meeting of the month.

The NDPG minutes will inform of the date, time and venue.