

# Neighbourhood Plan Steering Group Meeting

## Axminster Conservative Club – 11 Feb 2016

**Present:** David Hitchcock, Ali Cameron, Ali Edwards, Tim Greenshield, Charles Somers, Mike Robinson, Jo Widdecombe, John Vanderwolfe

**Chairman's comments:** Invitations have been sent out to all UMV residents for the drop-in sessions on the 26th/27th February. Bramblehay residents have had them hand-delivered. MR thanked JV for his help in posting the letters and to Ali Cameron for providing the labels. TG agreed to pass the invite to Hawkchurch residents at their next PC meeting.

MR thanked JW for the information and guidance provided to us on how to run the consultation sessions, analyse the results and a template project plan for continuing the process. He agreed to pass the documents to the steering group members.

**Action- MR**

MR reported that he had received a letter from Henry Smith regarding our decision to use Blackdown rather than Bettiscombe village hall. In his reply, he raised the issue of car parking and the difficult access arrangements at Bettiscombe.

The question was raised by JW regarding the involvement of the School children. MR agreed to talk to Barry Allsop (School Governor) with a view to a member of the SG taking to the children and parents at one of their Friday afternoon sessions. The possibility of the children being involved in an "ABC" exercise and a prize for the best contribution was also suggested.

**Action- MR to speak to Barry Allsop** (actioned and copy of BTV article given to BA. He will talk to Luke Owen).

The issue of Mark Van de Weyer's involvement in the NP exercise (Public Houses) was raised and it was agreed that he should be asked to consider the implications of the guidance raised in the Local Plan as to whether his recommendations should be directed at strengthening the guidance.

**Action- MR**

### Update on Website and Questionnaire - Ali C

Ali C reported that he had contacted the UMV Web Master and had received an answer requesting further information. Following discussion it was agreed that the NP website should be an off-shoot of the UMV site, rather than a freestanding arrangement. Facebook should also be set up for the NP.

**Action- Ali C to contact the Webmaster copying JV with any correspondence.**

With regards to the questionnaire, it was agreed that we should wait until after we have had the consultation events and have analysed the outcomes before finalising it.

### Report on WDDC's training session on the Local Plan and its relationship with NPs - DH

DH reported that he had found the session useful, but the raising of local issues had delayed the session unnecessarily. The session with regard to the GIS system which provides an on-line interactive map of the county was particularly useful and should have been given more time.

### Proposed Format/Method for the consultation sessions - Jo W

JW took us through her recommendations as to how we should organise the days.

- Poster outside advertising sessions
- Meeting and greeting arrivals
- Register their details
- Ask them to put a sticker on large-scale map as to where they live
- Offer tea or coffee

- Boards showing What is in a plan and What is not in a plan?
- Board for community projects (i.e. not in plan)
- Board showing team members (who would wear badges)
- Photos of team members and general shots of day

### **Interest areas boards**

- Housing and Land availability
- Business and economic development (inc. farming)
- The environment and sustainable development

For each interest area we should have a team member in attendance who could explain the implications and take comments (on Post-its) from residents. They would post comments on board or write comments on a sheet and hang it on the washing line. A separate map on a board could be used to record individual site issues.

We need to identify the stationery requirements for the day and let JV know in good time for him to order from Viking .e.g.

- Flip chart pads
- Little red sticky dots
- Bull dog clips
- Fibre writers
- Post its - different colours for each area
- Blu-Tac, etc.
- *Rotary washing line - Ali C*
- *Base for line and pegs - MR*

It was agreed that we need to have an urgent planning day to agree how we are going to arrange the logistics for the days.

### **Action MR/CS**

### **Post session analysis**

We will need photographs of the boards and comments before removing them for analysis. When the results are in, a questionnaire can be prepared and distributed. JW suggested we should consider using "Survey Monkey" for analysing the results.

### **AOB**

JW recommended that we should get in contact with local community groups e.g. - Church, Walkers, WI etc to get their input. JW stressed the need to get Parish Council support for all stages of the project. We agreed to call a meeting with JW after we had completed the consultations to discuss the way forward and updating the project plan.