

Minutes of the 3rd Meeting of the Lawshall Neighbourhood Plan Team

The Swan, Lawshall, 29/10/2015, 7:30

In attendance: Bryan Adams; Cathy Acheson; Amber Brouder; Anthony Brouder; Ric Edelman; Andy Irish; Lucy Kent; Tom McClelland; Laura McClelland; David Page; Debbie Thomas; Jamie Whatley; Karen Wilcox.

1. PRELIMINARIES

- Apologies: Apologies were sent by John Kent
- New Members: David Page; Anthony Brouder; Amber Brouder; Cathy Acheson; Karen Wilcox
- **Action: Tom to add new members to contacts list and send them link to NPT shared folder**
- Minutes of last meeting: Tom reported all action points have been completed. Ric pointed out David was wrongly listed as in attendance.
- Matters arising: none

2. PROGRESS UPDATES

- Designation of Neighbourhood Plan area: Andy reported the PC were happy with the NP area application. Tom explained the NP area designation process.
- PR: (discussion postponed to agenda point 3)
- Treasurer: reported school house fund have donated £500 pounds and that the NPT are opening their own bank account on the advice of the PC. Andy noted that the PC would need to check the accounts every 3 months.
- Funding: Debbie reported we are waiting for Cllr Richard Kemp to confirm we can have £500 from his locality pot. Debbie reported that she has started investigating the national funding. She explained the timetable for application, the kind of expense for which we can apply and noted that a PC representative must submit the application form.
- Village groups: Ric reported that he had spoken to the Youth Club and Green Light Trust. Tom and Laura reported they had spoken to the Tuesday Club and FFoC. Ric reported the NPT will have a tree at All Saints Church Christmas fair. Ric asked if any other groups could be identified. Possible targets raised were: other churches; sports team; the yellow magazine; the Willows.
- **Action: Talk to sports teams and the yellow magazine [TO BE DELEGATED]**
- **Action: Ric to talk to Alastair Wasp**
- **Action: Anthony to talk to the Catholic Church**
- **Action: Karen to follow up on Jamie's engagement with the Willows**
- Lawshall Landowners/other stakeholders: Bryan reported he'd identified key landowners and suggested putting up a request at the 21st Nov event asking landowners to add their name to the list and note where there. Cathy raised the issue of how large a patch qualifies as 'land'. Ric reported on engagement with the school and the shop.

3. 21st NOVEMBER – COMMUNITY CONSULTATION (see separate job list)

I) Publicity

- Laura and Lucy reported: 8 advert boards from David Burr will be put up the week before the event; posters are in the process of being distributed; general info cards about the NPT have been printed and NPT members can take a stack to hand to people; a school drop is being planned.
- Laura and Lucy also presented the printed leaflets for the event. Karen suggested Sunday the 8th for the drop. Kathy suggested posting reminder leaflets nearer the time and considerations were raised for and against this proposal.
- **Vote: a motion was made to perform an extra flyer drop. The motion was carried. Debbie registered her vote against the motion.**
- Amber was asked whether anything better could be done to attract younger villages. She concluded that everything looks fine in that regard, and agreed with Cathy's suggestion that the group should start a Twitter account. Andy asked Amber to consider over the coming months how best to engage younger villages with next year's questionnaire. Debbie noted that non-housing issues connected to the NP might be more relevant to younger villages.
- **Action: Laura to start NPT Twitter account**
- Ric reported that the youth club are doing banner for event

II) Catering

- Ric reported that John Kent will take the lead on catering for the event,

III) Children and Youth Club

- Ric asked group if anyone was prepared to take the lead on this task. Bryan suggested approaching parents' association at the school.
- **Action: Ric to approach parents' association.**

IV) Consulting Material

- Ric explained that consultation material for the event will be finessed with Ian Poole on 3rd Nov
- Bryan reported that basic boards are available from the church and that he has a number of quality boards. Ric reported Dorothy Griggs has boards available as does Ian Poole.
- **Action: Ric to tell Bryan desired number of boards after Nov 3rd**
- Ric explained that mini-questionnaires will be given to interested parties who can't attend the event, and to those at the event who want to record lengthier opinions. Bryan offered a cardboard box for collecting completed questionnaires at the event.
- Ric suggested that some of the group arrive at 12:30 to set up the event and that others arrive at 1:30-1:40. Points were raised in favour of doing name badges rather than name stickers.
- **Action: Tom to acquire badges**

Specialist support from Ian Poole and Nick Wade (BDC)

- Ric reported that we have been receiving excellent support from Nick Wade and explained that a meeting will be held with Ian Poole at 7:30, The Foundry, Tue 3rd Nov.

3. Completions

- AOB: Ric noted his new email address
- **Action: Tom to highlight Ric's new address in round robin email**

- Date of special meeting with Ian Poole – Tues 3rd Nov 7.30 (at The Foundry)
- Date of next PC meeting – Tues 10 Nov 7.30
- Date for next NPT meeting – W/c 30 Nov?