

Minutes of the Neighbourhood Plan Working group held on Thursday, 28 August 2014

1. Present: John Jeynes (JJ), Alastair Shankland (minutes) (AS), Gary Powell (GP), Carol Kambites (CK) (Chair), Vicky Redding (VR), Rob Waite (RW)
2. Apologies for Absence:, Chris Cowcher, Agnieszka Paszkiewicz, Terry Webb, Hugh Garai,
3. Declarations of Interest: none
4. Approval of the minutes of the Neighbourhood Plan Working Group held on 25 July 2014:

Minutes were agreed as correct

Actions from minutes were run through:

- AS to speak to GRCC (Elin Tattersall) to chase up the remaining time budget. Others are covered below.

5. Budget breakdown & expenditure to date

AS reported no major alteration in position since meeting of 25 July 2014.

It was agreed, that this would change when ET had sent through budget and Locality grant allocation had been analysed.

6. Project health check

Email from CDF of August 6 was discussed, it was agreed that further work was required to ascertain which items of the CDF/Locality Grants (00558 & 00564) had been spent against. **ACTION** AS to update budget accordingly.

While various methods were discussed to 'use up' funding it was finally decided that it would have to be drawn to the attention of Locality that their would likely be an renegotiation of funding activities.

It was agreed that this should take place in the context of being able to demonstrate the working group had commissioned continuing professional services.

However, this would lead to a requirement of accelerated development of vision, objectives policy, requiring the NPIERS/GRCC assistance when looking at the existing project time line.

It was agreed that a meeting would be called with GRCC to seek advice concerning grant position and their remaining allocation. **ACTION** members of group to meet GRCC urgently to develop next-steps.

7. User group consultation planning

Brief discussion took place concerning JJ and TW had undertaken. **Action AS** to incorporate this into existing consultation findings.

On VR's prompting it was reaffirmed that consultation should focus on three main areas:

- Young people (schools, youth groups)
- Business engagement
- Senior Citizens

In relation to schools and young people, JJ offered to raise the NP at the forthcoming Schools Working Group and would report back to the working group.

Business engagement was still in development with an event now planned for October.

GP offered assistance in organising an event aimed at senior citizens through the regular events at the community centre.

RW suggested in order to gather more consultation responses the working group should consider using a pop-up stand in the high street. It was also discussed taking space at the *Investigating Stonehouse* event. **ACTION AS** to investigate stall space with event organisers.

With small return rates it was discussed the possibility of using some the remaining budget to organise consultation based on sample sizes across the varying housing areas in Stonehouse. **ACTION** general enquiry to GRCC to understand possibility of them undertaking this as an additional paid service or do they know of anyone who might.

It was agreed that the previous form was inadequate for the groups purposes, particularly as it moved into vision and objectives phase. After some discussion it was agreed that the redesign would cover:

- i. Questions for discussion groups (Guidelines)
- ii. Short flyer, based on the information on the boards and next steps (based on 4 sides of A6)
- iii. Revised questionnaire(s)
 1. Young people, (with pictures of the relevant locations where possible).
 2. Business engagement.
 - 3.

VR volunteered to look at the redesign of the questionnaire element, **ACTION AS** to pass previous questionnaire to VR.

8. Theme group signup

AS reminded all to sign up to working groups as previously developed by TW.

Discussion moved to the tasks required by the group. AS conformed at this stage would have to begin to familiarise themselves with the evidence base for the specific subjects. **ACTION AS** to identify relevant documents for the particular theme groups, drawing attention to the specific sections for consideration.

9. Any Other Business

10. Next Meeting Date

Meeting date 12 September 2014