

## Wellow Neighbourhood Plan

### Wellow Neighbourhood Plan Steering Committee meeting

Date: 18<sup>th</sup> June 2018    Venue: Wellow Village Hall    Time: 7:30pm

Author: Kathy Taylor

#### MINUTES

Present (chair first):

Trevor Grant; Mike Freeman; David Mallinson; Les Rackham; Kathy Taylor; Peter Higgs; Carl Donnelly; John Sampson.

Apologies:

Harmeet Barr; Paul Varney.

Declarations of Interest:

None

Public Participation:

Working Group Members and public were encouraged to join in discussions throughout the meeting.

Next Meeting:

Date: 16<sup>th</sup> July    Venue: Wellow village Hall    Time: 7:30pm

Agenda:

As Published.

Approval and adoption of the minutes of last meeting.

Minutes Accepted.

Matters arising from the minutes of the last meeting.

6b: Action regarding Helpline for completion of survey, passed to Trevor. This will become part of the process notes for Delivery and Collection of Survey.

| Minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action |
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| 5). The focus at the Parish Council meeting was the NHP Survey. The councillors have been requested to complete the survey as a trial and provide feedback regarding the questions.<br>There was a discussion around whether everyone had received the email with the link to the survey, as a few had gone straight to spam folders. Kathy to email the Wellow NHP volunteers and Trevor to email the councillors to ensure everyone has a link to the survey.<br>It was agreed the survey needs to be completed by Monday 25 <sup>th</sup> June.<br>So far nine surveys have been completed as part of the trial. | KT/TG  |

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| <p>The Chair informed the meeting that he had applied for a grant from TVBC. We will receive £1500 and this grant can be spent on anything relevant to the NHP.</p> <p>We will also apply for a grant from 'Locality'; this will be more substantial, £9000. These grants will be used mainly to pay for consultants advising on: Policies; Community Engagement and Habitat Regulation assessments. Wellow NHP should also qualify for additional Locality 'exceptional case' grant of £8000, as the Parish is partly in a National Park. Trevor and Kathy to complete application.</p> <p>Trevor is meeting with consultants next week to understand how they can help and source quotes which are required for the grant application.</p> | TG/KT |
| <p>Trevor has spoken to Sherfield English NHP chair; they have completed their survey and Trevor explained to the meeting the delivery and collection methodology used. There was a lengthy discussion as to whether the Wellow NHP volunteers could deliver to each residence in the Parish (there are 1400 households), speaking to the residents to explain the purpose of the survey; then collect the surveys completed on hard copies. Concerns were raised about the man hours required. This process will be investigated further and it was agreed that there is a need for a Distribution and Collection process documented for the survey.</p>                                                                                    | TG    |
| <p>6) The Development group are meeting next week.</p> <p>Peter updated the meeting on Openreach Broadband in Wellow. The work for superfast broadband is complete; there are six additional cabinets installed. BT are accepting requests for superfast broadband and ultrafast broadband.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                              |       |
| <p>7) Nothing to report. The communication between working groups was discussed. It was agreed that communication does exist between the groups.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |
| <p>8) Nothing to report.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |       |

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| There will be a requirement for Habitat Regulation Assessments if there is process of developing a footpath network between Parishes, and if any sites in Wellow are proposed for development. |  |
| 9) Two documents have been uploaded to the Repository; namely 'Making Ends Meet' and 'Health and social Care briefing paper'. These are in the Community WG folder.                            |  |
| 10) Next meeting 16 <sup>th</sup> July 2018                                                                                                                                                    |  |
| Future meetings: 20 <sup>th</sup> August; 17 <sup>th</sup> September.                                                                                                                          |  |

*Note: the above action minutes are a brief summary of the topics discussed. If further detail is required please contact the appropriate committee member.*

| Content Agreed by | Signature | Date |
|-------------------|-----------|------|
|                   |           |      |