

Wellow Neighbourhood Plan

Wellow Neighbourhood Plan Steering Committee meeting

Date: 19th November 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; Richard Amey; Thelma Freeman; John Saunbury.
Plus, two visitors.

Apologies:

Peter Higgs, John Sampson, Carl Donnelly.

Declarations of Interest:

None

Public Participation:

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

Next Meeting:

Date: 17th December 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.

None

Minutes	Action
5) Discussions at the last Parish Council meeting were regarding the delivery of the Wellow NHP Survey documents by Councillors and NHP volunteers. All agreed it had been interesting to visit the more	

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sparsely populated parts of the Parish and having discussions with the residents. The objective of having community engagement; achieved a positive response. 6) At the time of the meeting there were 439 survey responses in the system; this is about a 32% response. It was considered that 500 responses would be seen as a success. There was a discussion regarding knocking on doors to encourage more responses, especially in the low response areas. It was recommended that a 'flyer' should be created and distributed to residences to encourage more responses. Trevor will visit Parish office regarding 'Flyer'. Trevor also will draft a note about follow-up activity by distributors; to be sent out from Kathy.	TG TG/KT
There was concern that if there are 500 responses, then there are still about 900 properties from which there was no response. As all residents will have the opportunity to take part in the referendum on the N.H.P. Document, it would be good to try to reach as many of these as possible. An article may be written in the next issue of Nightingale times in January; about the survey and high-level findings. A question was raised regarding Businesses in the Parish. It was suggested that an Open Session could be organised in the Village Hall for employers in the Parish. They could be given some high-level feedback from the survey and then asked what is important to them. Communities Working Group to organise. Preparations are underway for the analysis of the Survey responses. Spreadsheets and macros are being created. Post-code analysis is underway to identify areas of low response. By the next meeting there should be an initial set of findings for onward briefing.	TG DM LR/MF LR/MF
7) The Development Working group are pulling together their initial thoughts on assessing the SHELAA sites into a document. This work is at a very early stage and this will be shared with Sarah Hughes (TVBC) for further advice; it is hoped that Sarah can help with the TVBC Planners perspective of the process. Meeting to be arranged. A question was raised regarding discussions with Highways England. The meeting was informed that it has been agreed that the	TG/MF

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roundabout on the A36 will be landscaped and the Sponsor and Highways England are agreeing the time for the planting. The meeting was also informed that the Chair of the Parish Council has met with HCC Road Safety to discuss road management initiatives. A proposal has been costed. Chair to send John the relevant document.	TG
8) Nothing to report. 9) The need to engage with consultants regarding Environmental Assessment was raised. It was decided that at the next meeting with Sarah Hughes TVBC; the topic of Environmental Assessment should be on the agenda and Sarah asked when is the best time for this activity and appropriate questions to be raised with consultants. It would be useful to get feedback from Sarah about Environmental Assessments, that have been completed by other Parishes. 10) There is a need for a detailed project plan now, that extends to next May/June. This is required for the Locality grant process and also Consultants will want to see this. Kathy to arrange a meeting to identify the tasks yet to be undertaken and/or completed.	TG/MF KT
Next meeting 17th December 2018	
Future meetings: 21 st January; 18 th February; 18 th March.	

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
T Grant		21-11-2018