



STEERING GROUP MEETING/OPEN FORUM

Meeting Minutes - 27th June 2019

Held in The George Inn, Upstairs Meeting Room, Maulden 20:00

Attendance:

Russell Aston Vice-Chairman Alistair Borland
David Illingworth

1. Welcome

RA noted the change of date and thanked David and Alistair for attending. The questionnaire was with the printers so it was now important to progress.

2. Previous Meeting 29th May

The minutes were agreed.

3. Actions

Actions were reviewed - see below.

4. Funding

This has still not been agreed. SM has tweaked figures, provided supporting paperwork and exchanged many emails with Locality. It is still expected. In order to prevent any further delay two options are being progressed. i) MPC will be asked to underwrite the cost. Councillor Tony Hindley had emailed RA. ii) A NHP Group member has also offered to do the same.

5. Questionnaire

Given the situation re the funding, this had been taken forward. It was with the printers and should be distributed from Wednesday next week. Returns to be by 1st August thereby allowing around a month. The activity to raise awareness needs to be taken forward:

- Social Media - SB to be asked to take forward
- Noticeboards - DI to create a form of words and circulate. Wording could be used for other things too.
- Parish Magazine - MW had previously offered to take this forward.
- Boards - RB to progress.
- Other - All of the NHP Group to take whatever action they can to raise awareness and prompt completion. Neighbours, social groups, societies etc.

Emails sent to all [RA]

6. Housing Needs Assessment (HNA)

This now needed to be taken forward as a priority. AB offered to do so. RA would contact BRCC, copying in AB, and advise them. It was thought that the approach will be standard but AB would also involve the CBC Neighbourhood Involvement Officer, Tom Price. RA to send AB details.

AB would discuss the end to end process with BRCC.

It was noted that the BRCC quote didn't include distribution so this would need to be added in.

7. Website

RA would send agreed minutes to RB *Done [RA]*

8. NHP Drafting

- SB and PL were taking this forward. They were both aware so duplication could be avoided.

- Sections - Housing, SB had taken this section. Environment was being taken forward by RB.
- Existing consultation activity - AP had started to collate this into a 'body of evidence' so it can be used in the NHP. AP had presented three options - the straight list was thought the best option.

9. Meetings

Next meeting 31st July.

Outstanding Actions

Date	Action	Who	Update
18 & 27 Feb	Activity to remind villagers to complete the questionnaire during the one month window. RB had boards. MW offered to produce a parish magazine article. Local groups to be contacted	RB., MW	Not yet due June 19 - Due and to be progressed.
18 Feb	Grant application to be completed	SM	Done – awaiting confirmation June 19 - still waiting
18 Feb	MPC Land / NHP Group Letter to MPC March 2016 Letter re change in focus to be drafted and sent from the Chairman	SB	Comments made 27 Feb to be considered
18 Feb	GIP & NHP Drafting -There are some policies available from 'Locality' that could be used as examples and prompts. SM to obtain and circulate.	SM	
27 Feb	Questionnaire - To be taken forward with BRCC	RA	27/3, 14 th & 29 th May - ongoing June 19 - Complete
27 Feb	Housing Needs Survey / Assessment – Options to be obtained from BRCC. RA to speak with BRCC.	RA	14 th & 29 th May – not done yet June 19 - RA to do
14 May	Investigate getting maps for NHP	RA	
29 May	Website - All to send suggested amended wording through to RB	All	
29 May	Skeleton NHP	SB, RA & PL	SB progressing Close
29 May	Environment section	RB	June 19 - in progress
29 May	Photos - Put David Bailey on notice	SB	
29 May	'Body of evidence' to be collated	AP	June 19 - in progress
29 May	CBC design guidelines to be obtained	PJ	
29 May	Next meeting - arrange booking - Wednesday 31st July	RA	