



STEERING GROUP MEETING/OPEN FORUM

Meeting Minutes – 28th August 2019

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

Attendance:

Simon Barnes – Chairman	Alan Plom
Russell Aston - Vice-Chairman	Alistair Borland
Sarah Michael	Jennifer Keens
Paul Lee	Robin Keens
John Coyle	Phil Allen
Martin Wright	

1. Welcome

SB welcomed all and opened the meeting.

2. Previous Meeting - 31st July 2019

The minutes were agreed.

3. Actions

Actions were reviewed - see below.

4. Questionnaire

628 returns had been received. This is a very good response equating to a 38% return rate from at least 32% of households.

All questionnaires had been allocated to people to input and many had been done. Those inputting data were thanked and this has meant that not only has money been saved (c£800) but the original timescales haven't slipped. Any problems with the data input, please let RA know. Questionnaires to be returned to RA

RA will contact BRCC to get an update on their progress and also regards data analysis. The expectation is graphs and charts for each question.

5. Funding/Finance

SM talked through the financials from 2016 to date including likely future expenditure. The full grant of £9,000 has now been drawn down and received. At present approx £1000 was likely to be required from MPC, but this was only an estimate. JC advised that whilst the agreement was that MPC would fund up to the cost of the Housing Needs Survey he thought MPC would be prepared to go beyond this if it became necessary.

6. Website

No comments.

7. NHP Drafting

SB was still taking this forward. PL's offer of help was noted.

RA outlined a potential timeline.

Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
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Data input	Questionnaire and HNS results and analysis	Writing	Writing, review, editing	Pre consultation submission	Consultation min 6 weeks. Review and revise	Examination	Review and revise	Referendum
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8. GIP

The Bothy - JC had taken this forward and an update circulated to all prior to the meeting. JC had spoken with Greensands Trust and had highlighted in his update the sections of the GIP and appendix 2 to be amended. This covered both The Bothy and Millennium Garden. As there would be a charge for the amendment, SM offered to do this **Action**. SB to write to Greensands Trust (*if it is still necessary given SM's offer*) and a similar letter to come from MPC, copying in The Keens. It was noted that it was unfortunate this situation had come about despite everyone's best efforts, apologies were passed on to the Keens and JC was thanked for his help.

9. Housing Needs Survey (HNS)

AB advised this was going ahead as planned and as outlined at the last meeting. He asked that activity to encourage completion be undertaken.

- Notice board - JC to put a notice on both boards. RA to come up with wording.
- Facebook - Maulden Voice and About Maulden. SB to post.
- Boards - RB to be asked to take forward.
- Banner - MW suggested and would contact Liquid Designs. Village Hall a possible site but no decision made. To be discussed if a banner is a possibility.

10. AoB

PA noted the outstanding action re the MPC Land letter of 2016 and suggested that given the current circumstances with the questionnaire, that the action lapses.

AP asked about obtaining information from Maulden Voice regarding the NHP posts. SM to take forward with Julie Morrow. **Action**

11. Meetings

Next meeting 25th September. RA to arrange booking.

Outstanding Actions

Date	Action	Who	Update
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 July 19 - Outstanding Aug 19 - Lapse
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	Aug 19 - ??
14 May	Investigate getting maps for NHP	RA	Aug 19 - RA has the email link and will progress.
29 May	Website - All to send suggested amended wording through to RB	All	Aug 19 - No particular concerns - Close
29 May	Environment section	RB	June & July 19 Aug 19 - in progress - Close as a separate action
29 May	Photos - Put David Bailey on notice	SB	Aug 19 - Complete
29 May	'Body of evidence' to be collated	AP	June and July 19 - Aug 19 - in progress - Close as a separate action

29 May	CBC design guidelines to be obtained	PJ	
31 July	HNS funding. SB to liaise with SM and AB.	SB	Aug 19 - Complete
31 July	GIP - RA to progress and liaise with the Keens family	RA	Aug 19 - JC progressed. Close
28th Aug	GIP - The Bothy to be removed. Letter if necessary to Greensands Trust	SM / SB	
28th Aug	HNS - Promotion	RA	
	• Wording		
	• Noticeboards	JC	
	• Facebook	SB	
	• Boards	RB	
	• Banner	MW	
28th Aug	Information from Maulden Voice regarding the NHP posts. SM to take forward with Julie Morrow.	SM	