



SHERFIELD ON LODDON PARISH COUNCIL

PLANNING SUB-COMMITTEE FOR THE NEIGHBOURHOOD PLAN

Minutes of PSCNP meeting held on 20th January 2015

Present – Bruce Batting (Chairman), Natalie Larnar, John Darker, Alan Ball, Bryan Jenkins, Pamela Darker, Diana Effiong and Peter Hayes (Minutes).

Apologies – Venetia Rowland (guest attendee)

1. Minutes of meeting 17/12/15

The Minutes were approved as providing an accurate record.

2. Matters arising not on the agenda

- i) Signing up for the Forum on the web : AB requested comments on the draft form which would provide membership of the Forum, newsletters and mini-surveys to those who signed up. It was agreed to omit 'residents' and 'non-residents' as the distinction can be made by postcode; it was also stated that non-residents use local facilities so they are, in that sense, part of the village. Questions would be removed from the form and a gender box added. The next (January) newsletter would be sent to Forum members who would be asked to use the online sign-up form. PD will hand-deliver the newsletter to members not on email.
- ii) Redesignation: BB reported that Ed Rehill (BDBC) was happy with the expectation that Taylor's Farm would form its own parish from April 2016. The issue will go on the next Planning Committee agenda.
- iii) PSCNP Committee: DE and PD were now approved co-opted members.

3. Funding bids

PH reported that any grant monies unspent by 31/12/14 had to be returned to Locality. Despite further work being taken on by Alex Munro it had not been possible to spend all the (larger) grant by the due date and £852.87 was unspent. We are expecting to receive the outstanding balance on the smaller grant of £236.

It is expected that DCLG, with a new partner, will invite new funding bids to take effect from 1/4/15. There are likely to be grants for up to £8,000.

4. Consultants

Alex Munro will produce a report template for Plan content by the 31/1/15. Direct support will continue to be available from Brian Whiteley and Planning Aid England volunteers until the end of March. AM and BW will liaise over the type and content of BW's support.

5. Project Plan

BJ reported on two documents he had produced and circulated to the Committee: i) an overview of all the tasks which will feed into the NP report (Power Point) ii) the NP Report with sections to be populated. Document i) includes a timetable for delivery and high level tasks broken down into sub-tasks. Each task and sub-task would have a lead person from the



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Committee. It was agreed that BJ would hold the master documents and drop in others' contributions.

6. Questionnaires/consultations for hard to reach groups

There was discussion of the relationship between meetings with VH user and other groups and the proposed questionnaires for hard to reach groups. It was decided not to continue with the older persons' questionnaire as this age group was well covered through the intended meetings. Consultation with those aged 20-49 would commence via the LVL (March) insert and subsequently use social media (Facebook). For young people, NL outlined consultation events with Rainbows, Brownies and the Taylor's Farm Youth Club.

7. Meetings with VH user groups

VR had produced a handout ('Help Shape the Future') for the group meetings: attendees would be asked to sign up with their contact details on the web (cf Item 2 i) or complete a tear-off slip (this would be aligned with the wording on the LVL insert for March). They would be invited to take part in short question surveys on aspects of the emerging Plan.

NL and WR had engaged positively with the WI meeting, using display boards, on 7/1 and the handout responses were being collected.

A schedule for upcoming meetings was being co-ordinated by NL eg for January: Brownies and Rainbows; February: Floral Society; Evergreens; Gardening Club; NWR.

8. Consulting with businesses

BJ reported on the comprehensive list of local businesses which he had compiled. Sole traders could be identified by a note in the LVL requesting their details. It was agreed that the Committee has to decide what contribution is needed from businesses; DE will provide a steer on this eg taking views on managed premises for meetings.

9. Letters to landowners

BB and PH will take this item forward, supported by PD.

10. Forum newsletter for January

It was agreed that this should contain a section on draft vision and objectives and recipients would be invited to respond on these through subsequent short question surveys.

11. Date of next meeting: Tuesday 24th February at 7.30 pm.