

**Wolston Neighbourhood Plan
Minutes of Steering Group meeting 13th March 2018**

	Action
1. Apologies – Gillian Waddilove, Bob Grainger, Jessica Ramsey. Jock Rainey opened the meeting.	
2. Minutes of Last: The minutes of the meeting held in February, were accepted as a true record and signed.	
3. Open Forum: Nothing raised	
4. Progress against project plan: A copy of the plan is attached <ul style="list-style-type: none"> ○ Questionnaire information has been received and will be circulated shortly. ○ Communications to lead the announcements of questionnaire findings and Open Spaces work. ○ Pin Map exercise to be developed for community engagement and open days. ○ Policies will begin to be drafted in April, reference to Claverdon, Harbury and Kineton Plans will be considered. ○ Next Grant application to be constructed. 	
5. Reports from Working Groups: Reports from Working Groups were circulated on email and copies are available on paper at this meeting. Those present were invited to comment. The reports are attached, and items minuted below were raised: <ul style="list-style-type: none"> a) Finance final spend submitted to Parish Council for 2017/18, All invoices for final submission of grant funding being collated. b) Housing: Working with Infrastructure and Environment WGs to establish positions and responsibilities on the 50+ potential open spaces in and around the village. c) Communications and Engagement: attached d) Employment and Economic Activity: work commencing on sourcing supplier for the proposed questionnaire. e) Infrastructure: <i>see housing.</i> Working with Parish Council to make Half Moon Carpark an asset of community value. f) Environment: <i>see housing.</i> Caroline Payne is helping to gather information for the 'Open Spaces'. 	
6. Any other Business Countryfile (BBC) 11/3/18 highlighted an example of what can happen if there is no NDP in place. Next CG meeting scheduled for 24 th March, as this the Village clean up day, the office will be busy. Decision to postpone to Tuesday 27 th March.	
7. The next Steering Group: St Margaret's Church Rooms, Tuesday 10 th April 2018 7.30pm Co-ordination Group: Jock Rainey's House, Tuesday 27 th March 7.30pm.	
8. The meeting closed at 8.20pm	

JR Jock Rainey; TW Tim Willis; RG Bob Grainger; GW Gillian Waddilove; TB Tracie Ball; JRa Jessica Ramsay CM
Clare Malyon