

Wolston Neighbourhood Plan
Minutes of Steering Group meeting 12th June 2018

	Action
<p>1. Apologies – Tracie Ball, Jessica Ramsay, Paul Simmonds, Caroline Payne, Cllr Laurie Wright.</p> <p>Tim Willis opened the meeting.</p>	
<p>2. Open Forum:</p> <p>a) Roger Ingles raised the matter of signs within the village – who is responsible for signs to places of interest within the village? CM suggested this comes into the revised working group ‘The Built Environment’, which she is to lead; there is already some expertise on footpaths. Paul Jennings had walked most footpaths in or crossing through the village, and found one impenetrable, otherwise, he agreed that signing is not adequate to guide those from out of the village attempting to follow printed routes. Cllr Dave Smith commented that Cllr Milne brought up a similar point at the April PC meeting about signing places such as the Scout Hut, cemetery and playing field.</p> <p>b) John Church raised the matter of the ‘Front Garden competition’; currently his wife runs this competition; there is not much enthusiasm for it, and they ask if entering the village in ‘Britain in Bloom’ might promote more interest. Kevin Payne reported that the War Memorial garden had been entered in previous year’s Rugby in Bloom and had won a prize at least once. CM thought this is something we might promote later, when trying to raise interest in the referendum stage for our NP.</p> <p>c) Tim Willis, via Tim Harvey-Smith (chair, PC), had been asked about using our questionnaire as a basis for Grandborough parish NP, who are to use Simon Purfield for their questionnaire. TW will discuss this with JRa, the author of our version; it is further confirmation that our questionnaire was thorough in asking for the evidence we will need in writing our NP.</p> <p>d) GW said that a group called Friends of Ryton Organic Gardens was formed at a meeting in the village on 11th June 2018, and that it was reported there that RBC has accepted a nomination from Heart of England Organic Group, to list the Gardens as an Asset of Community Value (ACV).</p> <p>e) RG asked that the agenda be amended to refer to the correct stage of the Brandon and Bretford NP – GW will delete the words referring to this, they were included from a previous agenda in error.</p>	<p>TW/JRa</p> <p>GW17/6 18</p>
<p>3. Routine Items: Minutes of Last: Having been circulated in the meeting, the minutes of the last meeting held 8th May 2018 were agreed as a correct record, proposed RG, seconded Roger Ingles.</p>	
<p>4. Progress against project plan: TW as project manager reported that the next grant application will be made by the end of June and listed some of the projects for which we are seeking grant funding.</p> <p>The planned meeting of TW as project manager and TB as Finance lead with Neil Pearce of APS took place on 23rd June 2018. A major recommendation from that meeting is that we look again at our NP working group structure, in the light of other NPs and to make our decision making more widely shared and more transparent. This will involve making this Steering Group the decision-making body, still open to all but with a named membership who will have voting rights. The Co-ordination Group will continue as a smaller forum for discussion and considering options to recommend to the SG for decision. All SG members with voting rights will need to sign a declaration of interest.</p> <p>Alongside these changes, it is proposed to change the responsibilities of the NP working groups, to match the grouping for policies proposed for our NP: the new groups will be Housing (RG leads), Economy and Infrastructure (DS leads), The Built Environment (CM leads), The Natural Environment (CM leads) and Community, Sports and Leisure (JRa leads with support from TB). These changes were acceptable to this meeting. RG will pass to GW the latest version of our</p>	<p>Completed RG17/6/18</p> <p>GW18/6/18</p> <p>TW22/6/18</p>

ToR for the SG and CG, for circulation to all named members of the Steering Group and all those who have attended SG meetings.

TW reported that he has recruited a volunteer to act as Editor for the NP, to ensure continuity of language and style. TW will issue a new skeleton NP to match the revised policy areas agreed.

He emphasised that we need more people; it was suggested that instead of making general appeals, we name specific tasks that need to be done and ask people to volunteer for tasks.

5. Reports from Working Groups:

- a) **Finance** TB had reported progress on the grant application to the CG.
- b) **Housing:** the group is moving forward with drafting policies and working on interfaces with other working groups, for example, if there is to be a policy to provide passive provision for electric car charging points at all new dwellings does that fit with Built Environment?
- c) **Infrastructure:** (and Economy): CM to meet DS to handover matters under development for Economy, including the business questionnaire.
- d) **Communications and Engagement:** JRa report attached. Future plans include 'pin-map exercises' in which all the sites considered for allocation for development or protection from change, will be listed with reasons for the proposals, and the community will be encouraged to comment on the proposals. Before this, NP of APS will have considered the short list put forward and then the NP team will commission a Site Assessment of each site; grant funding will be sought for that stage, and the CG would prefer NP to do the work but will have to provide good reason for not using the contractor put forward by the funding organisation, 'Locality'.
- e) **Community, Sports and Leisure** will be a new working group led by JRa with support from TB
- f) **The Built Environment:** In their planned meeting, CM will hand over to DS any parts of Economy research which relate to Infrastructure.
- g) **The Natural Environment:** CM is in contact with people concerned with this area, and is beginning to develop policies.

DS/CM25/6/18

CM/DS25/6/18

6. PC matters: TW reported for the NP team in the Open Forum part of the last PC meeting. This seemed to work well, and Tim Harvey-Smith, chair of the PC agreed.

6. Any other Business

- a) John Church asked if we should / could charge for use of our questionnaire: TW will discuss this with JRa.
- b) RG said the Half Moon plans to re-open on 15th June 2018 and hopes we can be invited there for meetings, if we move around the village.

TW/JRa
22/6/18

7. The next Steering Group: St Margaret's Church Rooms, Tuesday 10th July 2018 7.30pm
Co-ordination Group: by 26th June 2018.

GW18/6/18

8. The meeting closed at 8.38pm

JR Jock Rainey; TW Tim Willis; RG Bob Grainger; GW Gillian Waddilove; TB Tracie Ball; JRa Jessica Ramsay CM Clare Malyon DS Dave Smith APS Avon Planning Services NP Neil Pearce.