

Wolston Neighbourhood Plan
Minutes of Steering Group meeting 14th August 2018

	Action
<p>1. Apologies –Jessica Ramsay, Paul Simmonds, Caroline Payne, Kevin Payne, Clare Malyon.</p> <p>Tim Willis opened the meeting.</p>	
<p>2. Open Forum: RG gave us an outline of a planning application for a temporary building at Yardley’s Meadow on Stretton Road. Our Housing wg and Infrastructure & Economy wg will consider this. Comments close 30th August 2018.</p>	<p>RG & DS 28/8/2018</p>
<p>3. Minutes of Last: GW has yet to send a copy of the latest version of the Terms of Reference to Neil Pearce of APS. Item 7: SG membership: an article for the Avon Grapevine has been submitted asking for more help in all areas of our work. RG has written a 2 page document which will be presented to people considering SG membership. The minutes of the SG meeting held 17/7/2018 were agreed as a true record and signed.</p>	<p>GW 20/8/18</p>
<p>4. Progress against project plan: TW summarised the Highlight Report, presented at the public forum before the last Parish Council meeting, and asked TB to report. TB reported that she had submitted the grant application 14/8/2018, and we hope to hear within 28 days whether we have been successful. After consulting Locality, she had put all of our proposed spending into the main application, and there is no need for a supplementary technical grant application in the current financial year. We are very grateful to Tracie Ball for all the work in making this application, which has been substantial.</p>	
<p>5. Reports from Working Groups:</p> <ul style="list-style-type: none"> a) Finance TB reported in item 4 above. b) Housing: development of policies progressing, and the group are on target to add provisional wording to the draft Plan shortly. On the Rugby Local Plan, RG has added links to the relevant documents on the modified LP published for consultation today, on the village website. Also announced today are changes to government policy on social housing, which affect the Local Plan and will have an effect on our Neighbourhood Plan. c) Communications & Engagement: JRa reports that the presence on Facebook is increasing, and there has been good response to a recent post with an ‘old & newer’ photo comparison. There is a need for new posters to display around the village, and JRa will discuss this with TB. d) Infrastructure & Economy: DS waiting on grant application to progress, but can now start on policy development. Meeting with CM to receive work already started on economy is needed soon. e) The Built Environment: & The Natural Environment: CM collated the information requested by NP of APS to assist his desktop exercise on our selection of sites, and forwarded to APS. f) Community, Sports & Leisure are sifting through survey results and appendices to see what answers/ themes / comments are frequent and can be written into policies and vision for our Plan. 	<p>JRa 24/8/18</p> <p>CM 24/8/18</p>
<p>6. Restructuring Steering Group and Co-ordination Group: RG introduced the amended Terms of Reference for the Steering Group and Co-ordination Group. The main changes proposed are to make the Steering Group the decision making body and the CG is for developing and presenting policies for the SG to decide upon. The matter of the maximum size of the SG at 12 was queried; after discussion, it was agreed that about 11 was an appropriate number. The statement on ‘quorum’ at 4.1.(i) will be changed to: the quorum is one third of the membership of the SG, rounded up.</p>	

<p>An obstacle to serving on the SG has been a lack of information. There is a brief description now available in the Avon Grapevine, on the web page and on Facebook; RG has prepared a 2-page paper, which he will make available.</p>	<p>RG 20/8/18</p>
<p>It was proposed by RG, seconded by TB and unanimously agreed, that the ToR as presented here tonight, with the minor amendments relating to number of SG members and the quorum, are accepted. The ToR will be referred to the next PC meeting for endorsement.</p>	<p>RG 23/8/18 GW 23/8/18</p>
<p>7. Matters to report from the last PC meeting: TW has a concern about interaction between him as project lead for the NDP, and particular councillors, detracting from progress on the Plan. Others present (who had been at the PC meeting) felt that robust discussion was helpful in showing that the PC is holding the NDP working group to account, which is in right ordering. NDP members on the PC are looking forward to the presentation for next month's PC which should show progress on the grant application.</p>	
<p>8. Any other Business: (i) RG raised the matter of how to choose the voting members of the CG; CG members will continue to approach the names suggested at their last meeting, and report on the names of those prepared to accept membership at their next meeting (28th August)</p> <p>(ii) DS asked that the PC be asked to consider signage of places of interest around the village. GW will pass this request to the PC clerk</p>	<p>All CG by 28/8/18</p> <p>GW 20/8/18</p>
<p>9. The next Steering Group: St Margaret's Church Rooms, Tuesday 11th September 2018 7.30pm Co-ordination Group: 28th August 2018, 7pm at the Rose & Crown.</p>	<p>TB 23/8/18</p>
<p>10. The meeting closed at 8.56pm</p>	

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.