

Wolston Neighbourhood Plan
Action Notes of Extra Co-ordination Group meeting 9th May 2019, 7pm
Held at Parish Council Office

Present: Tracie Ball (Finance), Bob Grainger (Housing), Clare Malyon (Built Environment & Natural Environment), Gillian Waddilove (secretary), Tim Willis (Project Manager & CG Chair), JR, chair SG by invitation.

Apologies: Dave Smith (infrastructure and economy)

1. **Resignation of Jessica Ramsay:** Jessica had notified Tim Willis and CG members, also members of her working groups, of her decision to resign from all involvement with the NDP. We regret this, but are very grateful for Jessica's service over more than 3 years. This meeting has been called to consider steps that need to be taken to manage communications and engagement and the Community, Sports and Leisure working group.
2. **Community, Sports and Leisure working group:** TB willing to be involved with this group. TW will discuss with TB and then with the other working group members TW /TB
3. **Pin Map exercise / consultation:** the booking made for the Village Hall for 7/8th June has been cancelled, following TW conversation with NP. We need to consult but probably best to consult first on sites proposed for Local Green Site designation. TW will do a briefing note for our meeting on 14th May 2019, outlining NP's proposals for consultation, and also circulate JRa's plan for the consultation. TW/GW
4. **Consultation events:** we agree to use the space already booked for the Garden Walkabout on 7th July to start consultations, and to follow up with an event on 12th July, early evening. TB will check with John Wardropper for the Garden Walkabout event, and with Lesley Blay for bookings for the Village Hall. TB is able to prepare and commission publicity material required for an event. TB
5. **Action at SG: at next CG meeting,** we need to check if we should put a formal motion to the SG on the 5 sites we propose for LGS. GW /TW
6. **Avon Grapevine article:** CM will draft this and submit on Monday 13th May. Suggest launch of request for photos of favourite views. CM
7. **Closure Meeting:** TW and JR will arrange to meet JRa for a closure meeting to include handover of materials, both paper and electronic. TW / JR

The meeting closed at 7.55pm