

## **Staverton Neighbourhood Development Plan Meeting**

**12<sup>th</sup> Jan 2016 at Staverton Village Hall**

Anna Manning. Karen Edwards. Tony Glover. Debra Scott.

Apologies: Jay Holliday

Visitor: Ian Weaver

### **Official Name:**

It was decided to continue to use Staverton Neighbourhood Plan Working Group as the official title.

As it is a small working group it was felt there was no need for elected positions of Chairman, Secretary or Treasurer.

Anna Manning will keep track of all the finances.

### **Consultation Event**

The consultation event will be held on Saturday 5<sup>th</sup> March in the Village Hall from 11am.

Refreshments to be provided.

A PowerPoint presentation will be used to inform the parish and will be available as a printed handout for anyone wanting to take a copy. A document is in place and will be re-circulated to the group and discussed at the next meeting.

Projector and computer to be supplied by Jo Guilford.

We will look into purchasing stands to display the maps.

We proposed handing out questionnaires at the event and then delivering to those who weren't in attendance.

Delivery needs to be done just after the Information event and Questionnaires need to be collected by 12<sup>th</sup> March.

We need to produce a leaflet to advertise the consultation event. The leaflet should be printed on bright orange paper similar to that which has previously been used for proposed planning matters. It should make people aware of potential local expansion, what the NDP is about and ask for their views.

### **Questionnaire**

It was agreed that we should add the latest Village Confines map to the questionnaire and that we should try and find a Consultant who can look over the questionnaire and offer any insights or guidance prior to the questionnaire being printed.

We will seek advice on whether the Question asking for the nomination of possible development sites, should be indicated on the Village Confines Map or the Parish Map.

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### **Open Forum.**

It was felt that having an Open Forum would hinder the progress of the working group. We agreed there was a need to be very transparent and agreed that more information would be published on the website. We also agreed that having more people in the group could be beneficial and would seek out members of the community who have the skills we currently lack.

Parish News invoice (£25) has been paid by Tony. Tony to be re-imbursed by Parish Council cheque.

Consultation Event.

Photos of public attending the consultation (for insertion into the plan).

Items for printing to be produced including:

Questionnaire

Parish Map

Village confines map.

Conservation area map.

Presentation Document handouts.

Next meeting to be held 19.00 26<sup>th</sup> January at the village hall.