

## Staverton Neighbourhood Development Plan Meeting Notes

19.00 Tuesday 23rd February 2016

Staverton Village Hall.

Present: K Edwards, T Glover, J Holliday, A Manning, D Scott

2 x copies of the Confines, Conservation Area & Parish maps have been printed and are ready for use.

The Event flyer has been printed and distributed to all present for delivery from Thursday 25th onwards.

Accounts:

- Six display boards have been purchased and an invoice for 3 of them (£45) has been passed to the Parish Council for payment.
- The invoice for printing questionnaires, flyers, posters, envelopes and labels (£701.69) has been passed to the Parish Council for payment.
- The invoice for use of the village hall during February (£40) has been passed to the Parish Council for payment.

It was decided to include the proposed development areas on the questionnaire but a more detailed explanation is needed. DS has offered to draft this and pass it on for comment.

AM has produced the latest version of the questionnaire. It was confirmed that 3 maps will be included to enable parishioners to accurately identify proposed development sites. The maps to be labelled and insert diagrams added to the medium and large maps.

A standard numbering system will be used to ensure all properties are included in the distribution of questionnaires.

A final copy will be circulated prior to go for print, hopefully sometime this week.

The meeting closed at 20.40.

The next meeting is scheduled for 18.30 at DS house on Wednesday 2nd March.