

Minutes of Abberley Neighbourhood Plan Meeting held on 22nd March 2017 7.30pm
at Abberley Village Hall

Present: Kate Andrew (Chair), Catherine Knight, Godfrey Compton, Ning Kedwards, Jim Gibson, Meryl Roberts

Apologies: Rachel Pallett

Ian Sharp and Anne Cheston (no longer able to attend meetings, but willing to help with specific tasks)

Agenda

1. Minutes of last meeting - agreed
2. Feedback on action points

No meeting in Feb as too many people ill or unable to attend due to half term.

GC reported that the Your Place Matters information pack is available in the drop box and is not on the website.

KA confirmed that the data protection licence held by Abberley Parish Council also covers the neighbourhood plan work as the group is sub-committee.

GC advised that the website will be up and running on 23rd March.

JG had completed the Terms of Reference for the Infrastructure group, and was advised that the report for Infrastructure should relate to factual information only rather than opinion.

3. Short report from thematic leads

Infrastructure - It was agreed that the Infrastructure TOR should include both Churches.

Action: JG to consult Ken Pollock about broadband availability.

Economy - The high-level TOR covers all groups, NE has prepared some objectives for economy, but is keen to make use of the data obtained from a village survey. Survey Monkey will be used to create this survey.

There is a 'how to guide to' document in the drop box which provides some helpful guidance towards creating a plan.

KA had spoken to a consultancy firm who may be able to assist with developing the plan. The advice is to concentrate on issues of importance.

There was a general discussion about what needs to be included in the plan, it was agreed that a smaller, succinct document would be more helpful.

4. Review of project timeline.

The planned date for the start of the Survey was April and this date should be maintained.

All other planned actions were on target.

5. Admin help

KA reported that she was currently evaluating responses from three interested parties.

6. Consultant Input

KA agreed to prepare a specification for consultancy support.

7. Questionnaire

The questionnaire needs to cover all thematic leads.

Action: All Heads to provide suitable questions to NE by 5 April 2017

NK will then finalise the document to be available by 19th April 2017.

Action: NK to find out how much the licence for Survey Monkey will cost

Initially the survey will be trialled between committee members.

8. Walk around the village

A walk to look at the village lay out and take photographs will take place on **8 April at 2pm meeting at Abberley Village Hall.**

All committee members are welcome. JG will lead using runkeeper app to record photographs.

A site visit to another new build area would be helpful and KA reported that she will be attending a meeting at Chaddesley Corbett on 27 March so would have an opportunity to take photographs of the new build site.

Photographs of Martley and Great Witley could be obtained from Google earth – to capture before and after images.

9. Start date for compiling the plan

It was agreed that the consultant needed to be appointed to help compile the plan.

The plan needs to be succinct and user friendly.

10. Other outstanding tasks

All actions on target.

Date of next meeting: 26th April 2017