

GREAT EASTON NEIGHBOURHOOD PLAN STEERING GROUP

RECORD OF MEETING HELD ON 26th MAR 15 AT 1.30 IN THE V HALL

1. **PRESENT.** 10 members attended.
2. **APOLOGIES.** B Hemmings, S Upton, J Boulter and A Webb.
3. **STATEMENT BY CHAIRMAN.** Phil Long said that due to personal circumstances, he had been unable to fulfil the duties of Chairman and thanked Andy Murdock for standing in. He added that he now wished to formally stand down but intended to continue as the PC representative. Phil was warmly thanked. There was unanimous support for AM to be formally adopted. AM agreed, subject to endorsement from those members not able to be present. **Action: DG**
4. **RECORD OF MEETING OF 2 March 15.** The record was agreed.
5. **MATTERS ARISING.** Nil outside the agenda.
6. **QUESTIONNAIRE DOCUMENTS.**
 - a. **Questionnaire.** Final further amendments were agreed to the Questionnaire. However concern was expressed that the financial information required by MRH for the Housing needs could compromise completion of the NP questions. After discussion, it was agreed that the Questionnaire should be separated, with Parts 1 and 2 being handed in to the Village Shop and Part 3, if completed, being returned directly to MRH. It was further agreed that whilst MRH will process all the information, Parts 1 and 2 would need to be returned to the NP Group to provide the necessary evidence base.
 - b. **Flier.** it was agreed that the flier would NOT be required, as the information would be contained in the new Newsletter to be distributed in early/mid April.
 - c. **Covering letter.** RB distributed his draft covering letter. It was agreed to amend it to reflect the new arrangements.
 - d. **Timetable.** The planned outline timings were agreed:
 - Amended documents to MRH for printing by 9 April **Action: DG, RB, LW**
 - Documents returned to NP by 23 April
 - Distribution by NP members late April **Action: ALL**

Afternote. MRH have since confirmed their agreement to the above.
7. **GREAT EASTON SETTLEMENT PROFILE.** The circulated response to HDC was agreed and Cllr D Beaty's advice would be sought. **Action: DG.** GK said that Great Bowden has had their Village status changed from a proposed Rural Centre. RB agreed to seek information from a local contact. **Action: RB**
8. **NP THEME GROUPS.** GK spoke on the theme groups now to be developed and four main themes were agreed: Environment, Housing/Heritage, Transport/ Employment and Community Facilities. It was further agreed to begin with Environment at the next meeting and to invite an environmental expert to attend. Ela Yates said she would be willing to lead the Environmental group. **Action: GK/EY**
9. **SETTLEMENT BOUNDARY.** It was agreed that discussion of the settlement Boundary was premature at this stage.
10. **VILLAGE CONSULTATION.** Four information sources were agreed: Parish Council website, Facebook, periodic Newsletters and the monthly Parish magazine. LW said she would help members who need "technical assistance". LW and AM were thanked for their work on this important part of the NP process.
10. **DATE OF NEXT MEETING – Wednesday 22nd April at 7.30.**

