



# Minutes of the Meeting held on 4<sup>th</sup> February 2019

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**Present:** S Slater (Chair), J Thorogood (Vice Chair), P Oakland, V Firth (Minutes),  
D Smedley, D Morris, D Copperwheat, P Sutton, J Piddington

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## 1. Review of public feedback from January 19th Open House session:

### a. Lessons learned

It was agreed that the following needs consideration;

- How to get the younger age group involved
- How to get a better geographical distribution of attendees
- What different channels of communication may be utilised to maximise engagement

It was acknowledged that future events should be;

- Clearly advertised as drop in sessions, no confusion about 3 hour events
- On different days or dates, Saturday mornings being family time

It was concluded that

- Steering Group feedback to the public should focus on praising those who participated rather than criticising those who didn't.
- When the Questionnaire is distributed, it should be made clear that the Steering Group would gratefully receive a separate response from every member of the household. Consider survey monkey links to alternative questionnaires.

### b. Collation and summary of public comments

#### ***Action All Before 18<sup>th</sup> February***

- Analyse your data to produce a summary, listing the key points and the number of times each point was mentioned.
- Email the raw data and the summary to Tors for record keeping.
- Send the summary to Steve for compiling into a one page summary.

#### ***Action Steve;***

- Condense the summaries into a one page communication, 300 copies to be printed and distribution organised.

### c. Communication of results

The summary will be communicated to the village as follows;

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- Neighbourhood Plan page of the village website
- Distributed to every household
- Emailed to the group of those interested in receiving Neighbourhood Plan news
- Sent to the North Marston & Granborough Magazine for publication
- Permission to leave copies in the Pub, Church and Village Hall

## 2. Outline planning of next steps:

### a. Next Steps;

It was agreed that the current evidence is from too small a demographic to be considered representative of village views, so further engagement must be initiated. **Action;**

- **All** to send communication and engagement ideas to Paul
- **Paul** to create and distribute a communication plan for agreement at the next meeting.
- **Tors** to circulate a list of village groups
- **All** to pick a group(s), get advice from those running it about how best to work with their members, then obtain feedback from the group.

### b. Use of expert advice

David Smedley confirmed that the grant application window for 19/20 is now open. In order to apply for a grant he must specify which Consultant we will use.

#### **Action;**

- **Steve** to speak to the Consultant North Marston are using and invite her to attend at the beginning of the next meeting to inform the Steering Group of what she is able to offer.
- **David Smedley** to speak to Stephanie Buller for a list of other possible Consultants.

### c. Liaison with North Marston Neighbourhood Plan Steering Group

It was agreed that a meeting would be useful. **Action;**

- **Tors and David Morris** to obtain suitable contacts for a potential meeting
- **Steve and John Thorogood** to attend the meeting.

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## **d. Status of Vale of Aylesbury Local Plan and other developments**

The VALP is currently delayed on technicalities which will not change anything for Granborough. Sign-off is expected in June/July 2019 at which point VALP will come into use. Local Elections are now delayed for a year to allow for the transition to a Unitary Authority but this will not impact the VALP, which will still be the relevant plan for Aylesbury Vale.

## **3. Setting up a contact group email**

It was agreed that the Steering Group should have a dedicated email address.

### **Action;**

- **Tors** to obtain an email address and add it to her Outlook addresses
- **Steve** to receive emails from Tors and delegate them to Steering Group members for a response.

## **4. AOB**

It was agreed that a Gantt chart is required. **Action: Tors**

Philip has booked the Village Hall for the 1<sup>st</sup> Monday of each month going forward.

The meeting closed at 20:55