



Minutes of the Meeting held on 4th February 2019

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

1. **Apologies:** David Copperwheat

2. **Meeting with Consultant:**

a. Sally Chapman

Sally has helped in the creation of simple and complex Neighbourhood Plans for many local villages, both with and without naming sites and is assisting North Marston with their plan. Sally's background is in planning with both Aylesbury Vale and Bedfordshire Councils, which gives her a wealth of relevant planning experience. Sally's expertise is in pulling together the evidence in an appropriate form to create a plan, she is flexible in the level of support provided, which can be tailored to suit budget.

Sally recommended that our next steps should be to concentrate now on framing what we think should go into a plan, then phrasing the consultation questionnaire around it.

b. Matters Arising

- The Parish Council will be asked to consider funding for a Consultant, until a grant application can be made. **Action: Philip/David S/Tors**
- It was noted that the Parish Council will need to consult their financial regulations over the number of quotes required. **Action: Philip/David S/Tors**
- Sally Chapman will submit a quote to Steve Slater, covering her fees

c. Grant Procedure

Grant applications are yet to open for the next financial year, it is likely that the application will be ready for submission in May/June. **Action: David S**

3. **Acceptance of Minutes;** Minutes of the meeting on 4th February were agreed

4. **Outstanding Actions from 4th February**

a. Distribution of Results of Open House Meeting

Leaflets have been printed and given out for distribution. Results are also available now via the website.

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b. Communications Plan

Paul has produced a communications plan which included;

Awareness: Ongoing communication to the village about what progress the Steering Group is making.

Information; Ongoing communication to the village about what input we need from villagers, how and why.

Consultation; The actual questionnaire supplemented by any focus groups required to reach as varied a demographic as possible.

It was agreed that a Steering Group presence will be required at large village events such as the Charter Fayre going forward – evidence of public engagement will need to be kept.

It was decided not to initiate further engagement to gather evidence from a wider demographic, as was previously considered, and that, therefore no further open house events are necessary at this point. However the following will be undertaken;

- Philip will raise awareness with the lunch groups and send evidence to Tors for record keeping **Action: Philip**
- David M will continue to involve 8 – 15 year olds via the church, and send evidence to Tors for record keeping **Action: David M**
- Paul will use the open house evidence to create a first draft of the questionnaire, to be circulated prior to 1st April, for discussion at the next meeting. **Action: Paul**

c. Liaison with NMNP Steering Group

It was decided to postpone contact to a later date. Decisions made in North Marston will impact Granborough e.g. availability of primary school places.

d. Contact Email Group

The dedicated email address is; gnpsteering@granborough.org.

e. Gantt Time Lines

Timelines on the Gantt need consideration **Action: Steve & Tors**

5. Next Meetings;

Monday 1st April, Monday 29th April, and Monday 3rd June **Action: Philip**

The meeting closed at 21:21
