

Neighbourhood Plan Steering Group Meeting Tuesday 18 August 2015

Classroom 14, Denstone College

Present

Jacquie Payne, Angela Snow, Cavell Portman, Clive Keble, Pauline Dolan, Jenny Richardson, Bob Beaumont

1. Apologies

Antony Whomersley, Edward Edmonds, David Brown, Emma Gerrard, David Boden

2. Minutes of 21 July

Accepted as a true record.

3. Any changes to steering group contact details

None

4. Matters arising

- a. Consultation with external organisations. Staffs Wildlife Trust have been chased and now responded.
- b. Contact with village organisations. AS is meeting the Chairman of the Tennis Club on 24 August and will attend a committee meeting if required. Others will contact organisations in September. Details need to be provided to BB for recording as part of the consultation. **ACTION All.**

5. Update on grants (NPG and confirmation of A4A)

The Neighbourhood Plan Grant application. To check with Christine Leedham that the funds have been received. **ACTION JP.**

The Awards for All grant application. Confirmation of this has been received - money transfer should take place this week. There will be a press release on 15 September. To enquire if acceptable to mention to residents before then. **ACTION CP.**

6. Progress (focussing on the Issues and Options consultation for launch at the Denstone Show)

- a. Flyer, Newsletter and questionnaire. CK had produced a paper covering these three items
Flyer. Some minor changes were agreed. The phone box top from the Facebook page and the logo from the website put in the header. A landscape picture would be obtained. **ACTION JR.** BB 's personal email address would be included at the bottom for contact but an attempt would be made to obtain a 'parishcouncil' email address for future contact. **ACTION JP.** Printing would be arranged with Lavins. **ACTION CP.** Final version to be with CP by 24 August so that distribution could take place with the Denstone Show flyer at the end of next week. **ACTION CK.** AS and PD offered to help CP with the distribution.
Newsletter. Some minor changes reflecting those for the flyer were agreed. It would be available at the Show together with the questionnaire. The draft Issues & Options report mentioned should be available to the Parish Council and BB by then. **ACTION CK.**

Questionnaire. Some minor changes were agreed. A print run of 600 was proposed.

ACTION CP. Carolyn Hinton to be consulted about putting this on the website.

ACTION JP. Completed questionnaires to be returned to Tavern, Shop or BB.

Distribution to all households would take place after the Show. **ACTION CP.**

Additional copies for other household members would be available from BB.

- b. Issues & Options report. Summary of progress so far circulated as Appendix 3.
- c. Landscape character surveys progress. Areas 2, 3, 4, 7 & 8 have been completed and the reports passed to BB. It is believed that the surveys for 1, 5 & 6 have been carried out and just awaiting documentation. **ACTION AW, BB & DBod.** The results are to be discussed at the September meeting.

7. Other communications

- a. Social media. EG had set up a Facebook page. Some members could not access. Some photos for inclusion to be sent to EG. **ACTION AS.** The Parish Council are happy with the safeguards that have been set up. Agreed that EG should be informed to make the page live. **ACTION CP.**
- b. Weaver Message. AS had submitted a combined June and July summary for the September issue.
- c. Working with young people. DBro will have the circulated report with the draft questionnaire.

8. Proposed purchase of Rural Profile report for Denstone

A paper proposing purchase of this from the Community Council of Staffs had been circulated. Agreed to purchase and invoice the Parish Council. **ACTION CK.**

9. Any other business

Denstone Show. The Show is open from 14.00 -17.00. CK, CP, AS and PD will be available on the stand. Set up on the day to take place at 11.00. A banner will be obtained. **ACTION CP.** Display boards can be provided. **ACTION BB.** A list of items to be put on the display boards will be provided. **ACTION CK.** The Parish Council has rights to use the OS map.

10. Dates of next meetings

Tuesday 15 September at 7.00 p.m. Short meeting to review show, arrangements for young people and completion of characterisation study

Tuesday 13 October at 7.00 p.m.

Meeting closed 8.50 pm