

*Neighbourhood Plan Steering Group*

*MINUTES – Tuesday 24<sup>th</sup> February 2015*

*Tavern Public House, Denstone*

*Present: Tina Richardson, Hester James, Pauline Dolan, Jacquie Payne, Christine Leedham, David Brown, Vanessa White, Cavell Portman, David Derbyshire, Richard Clark, Emma Gerrard, Angela Snow, Clive Keble*

*Apologies – Paul Draycott, Emily Whitehead, Jenny Richardson, Mel Allen, Simon Ratcliffe, David Boden, Antony Whomersley*

1. Meeting opened, introductions were made for the benefit of new members.
2. Minutes of previous meeting accepted with the correction of the attendance of Pauline Dolan deleted.
3. TR advised that the English Heritage Day will take place on the 28<sup>th</sup> February 2015 from 10am for approximately three hours, meeting initially at the Tavern.**Action:All**
4. A discussion took place regarding the Neighbourhood Plan and information reaching the outlying communities. A suggestion was made to put the minutes up on noticeboards in Denstone and Stubwood and also email the minutes to the Webmaster. **Action:HJ**
5. JP advised she had contacted Corrine to ask for any information pertinent to the development of the neighbourhood plan. So far she has only been forwarded a map of historically valuable areas. CK suggested this need not be pursued yet until we are at a later stage.
6. CL passed around a form for all members to input all their details so we have a list of all members of the neighbourhood plan. CL also showed the meeting a list of all the roads within the parish boundary. This list will need reviewing to confirm that the list of roads is complete.**Action: CL**
7. CK advised he has reviewed the previous surveys completed in the region. The housing survey 2010 is outdated and would need redoing if it was used. The Parish Plan is useful but short and may need to be redone in more depth.
8. Communication and internet speed was discussed. DD advised fibreoptic is currently being installed into Denstone College. DB suggested he has seen a plan to include it in the whole village, and will investigate this.**Action: DB**
9. HJ showed the welcome pack which was written some time ago for new members to the parish. All agreed that the pack is outdated and therefore had been removed from the parish website as it was proving difficult to maintain.
10. The previous list of village groups were each allocated a contact person to keep the group informed on the latest developments of the Neighbourhood Plan:
  - a. WI - JR
  - b. Garden Guild - JP
  - c. Parochial Church Council - EG
  - d. Sports Trust – DBoden
  - e. Denstone Players - CP
  - f. Stubwood Singers - JR
  - g. Art Club - EG
  - h. Spinners - EG

- i. Bowls - CP
- j. Tennis - AS
- k. All Saints First School - HJ
- l. Denstone College - DD
- m. Denstone Preschool - HJ
- n. The Tavern – CP (plus other members of the group who visit)
- o. Darts Club – included in The Tavern
- p. Denstone Hall Farm Shop – DBoden
- q. Denstone Village Shop - JP
- r. Denstone Post Office – Unknown until the future status of the post office is ascertained
- s. Denstone Parish Council - JP
- t. Village Hall Committee - CP
- u. Denstone Show Committee - JP
- v. Mothers Union - EG

**Note: There is no action required at present however when a communication plan is drawn up by CK and agreed, regular updates will need to be given.**

11. CK summarised the stages of his plan as per the documents emailed during the previous month. His suggestions and summarisations were as follows:

- a. Undertake a workshop, directed by himself, and including a skills and interests audit of the group **Action CK**
- b. CK discussed budget funding options
- c. It was agreed that CK will draft communications plan **Action CK**
- d. CK advised the NP group needs to gather opinions which are then set alongside evidence
- e. CK suggested a draft time frame as follows:
  - i. Now to June 2015 – develop the steering group
  - ii. June and July 2015 – further public consultation
  - iii. August 2015 – Development of the plan
  - iv. 6 week statutory consultation between October and November 2015
  - v. Final plan development December 2015 and January 2016
  - vi. Referendum July 2016

**Action: CK will provide a draft project plan for the group to comment on, to agree tasks and timescales.**

12. TR suggested that the updating of the TOR be deferred to the next meeting. **Action: HJ**

13. AOB

- a. HJ asked if we are permitted to suggest areas to protect to residents to help them. CK advised there can be suggestions to residents to help ascertain the true opinions of the parish.
- b. CP suggested updates regarding the Neighbourhood Plan should be included in 'The Weaver Message' whenever possible. It was agreed this was a good way to

increase awareness of the progress of the Neighbourhood Plan. The deadline for entries is the 16<sup>th</sup> of each month. **Action: A draft will be provided by HJ (taken from the Parish Council update) and be approved by TR/JP ready for the April issue.**

14. The next meeting was planned for Wednesday 18<sup>th</sup> March 2015 at 7.15pm. It was agreed to make this meeting the workshop with CK. CK suggested everyone should let CL know their skills and interests electronically prior to the workshop. **Action: CL will circulate a template for all members of the group to complete.**

David Derbyshire advised that due to the difficulties encountered in accommodation for the Neighbourhood Plan meetings, we could use the Pavilion at Denstone College. **Action DD will arrange this and confirm back to HJ.**

15. Meeting closed 21.20.