

Neighbourhood Plan Steering Group

MINUTES - Monday 30th June 2014

Present - Paul Draycott, David Boden, Hester James, Pauline Dolan, Tina Richardson, Vanessa White, Jackie Payne

Apologies - Jenny Richardson

1. Election of chair and vice chair. Paul Draycott elected chair, vice chair is left vacant while membership of the group is finalised.
2. Copies of minutes from 9th June 2014 distributed.
3. Draft Terms of Reference (TOR) discussed, Hester to prepare.
4. Declarations of interest advised:
 - Jacquié - Secretary of Garden Guild
Chair of Denstone Youth Fund
Vice chair of Denstone Parish Council
 - David - Landowner and farmer
All Saints First School Governor
Chair of Tom Boden Sports Trust
Member of Stubwood Action Plan
 - Paul - Local business owner
 - Hester - Member of Stubwood Action Plan
 - Tina, Pauline and Vanessa, nil to declare
5. Suggestion made to prepare a stall for the Denstone Show on 30th August 2014 as a method of keeping interested parties informed. Agreed, and tasks distributed as follows:
 - Jacquié / Hester
 - Liaise with Parish Council to book table for the show
 - Discuss with Parish Council regarding maps for the display (two versions are known to be extant)
 - Enquire from the Parish Council how funds are accessed
 - Request our minutes and other documents are made available on the Denstone Village website, and a section of the website allocated to the Neighbourhood Steering Plan, along with the facility to input confidential (but not anonymous) comments
 - Request a Parish Council generic email address
 - Request the steering group be notified of any new planning which is brought to the attention of the Parish Council
 - Hester
 - Enquire from Denstone Preschool regarding the possibility of utilising their display boards at Denstone Show
 - Pauline
 - Create a newsletter for distribution at Denstone Show
6. Future plans to create a selection of Frequently Asked Questions aimed to reassure interested parties.
7. Future plans to request local business owners make newsletters available at their places of business.
8. Next meeting planned for Monday 4th August at 7.15pm
9. Meeting closed at 9.30pm