

Aylesbeare Neighbourhood Plan Steering Group (B) Meeting
Minutes 6th March 2018

Attendees

Steve Greenslade

Jenny Meredith

Brett Mitchell

Apologies

Mark Fisher

Paul Brinton

Bill Pearson

Declarations of Interest

These remained the same as previously recorded.

Minutes from the January Meetings

The group reviewed and agreed the minutes.

Action point: JM to send off the minutes for uploading on the website.

Questionnaires

SG confirmed the final cost of the questionnaires had been £59.22 and the receipts had been sent to the Parish Council Clerk. The group discussed that the questionnaires had made clear to Parishioners that their answers would be anonymous. Therefore it is important to ensure the questionnaires are anonymised before they are given to the Parish Clerk for filing and storing. It was suggested that the postcode box on the forms could be cut off to ensure anonymity and that JM would discuss this with the Parish Council to ensure this would be acceptable.

It was also agreed that the comments received on the questionnaire should be made available but again these should be anonymous. Therefore the comments would be typed up and put on the Parish website with all names or addresses removed.

Communicating the outcome of the questionnaire

SG had collated a spreadsheet of all of the questionnaire responses and comments. The group analysed the responses and calculated the final total of yes and no answers. They also identified the most frequently cited comments. The group then spent some time drafting an article for Topics Magazine to communicate the results to all Parishioners.

Action point: JM to type up the article for Topics Magazine and circulate to the Steering Group for final comments. Then to send off before the deadline.

Action point: JM to announce the results from the questionnaire at the next Parish Council meeting (7th March).

Next Steps

The group discussed that it would be useful to talk to another Parish that had just been through the process of finalising and publishing a Neighbourhood Plan. JM outlined that Rockbeare were at this stage with their Plan and it was agreed that we would approach the Rockbeare Parish Clerk and try and arrange a meeting with their Neighbourhood Plan team.

Action point: JM to make contact with the Rockbeare Parish Clerk.

It was also felt that the draft Neighbourhood Plan should be reviewed in light of the comments received during the consultation in January 2017 and the questionnaires that had just been collected this year. The group felt that each person from the Steering Committee could review one chapter against the comments received. At the next meeting they could then talk through suggested changes or additions. The chapters were allocated out.

Action point: All committee members to review their designated chapters.

Next meeting

The next meeting will be held on Monday 16th April.

The meeting closed at 9.30pm