

North Marston Neighbourhood Plan Steering Group

Minutes of Meeting held on 26 July 2018, in Schorne Room at 8pm

Present:

Mike Lane (Chair), (ML)

Katherine du Plessis (KduP)

Dave Rayner , (DR)

Trevor Jenkins (TJ)

Scott Raven, AVDC Councillor (SR)

1. Welcome to visitors – none

2. Apologies for absence

Received from: Bev Davis (BD); Averil Wilkinson MBE (AW); Ian Wilkinson (IW)

3. Minutes of last meeting held on 25th June 2018

Agreed as an accurate reflection of events

4. Statements of Interest – none declared

5. Communications updates:

5.1. emails within Steering Group and with Parish Council (MAL);

It would be expensive to set up our own domain. We could set up our own g-mail addresses. There was discussion regarding the best way forward although it was felt that a *northmarston.org* address would be first preference.

5.2. Group Facebook page (TJ);

TJ reported that this had been set up and 6 people had “liked” and were following at the time of meeting.

5.3. email news and update sign-up list (TJ);

TJ reported that this had been set up and an e-mail sent Bcc to all 24 people (at time of meeting) on the list, plus the Steering Group, thanking them for attendance and signing-up.

5.4. new parish magazine (MAL)

The first edition is expected August or September and will be free of charge. The Minutes of NP meetings will be sent in for inclusion. ML has sent in an editorial.

6. July Open House:

An examination of the event including successful features, lessons to be learnt, improvements to be made were discussed. It was agreed that the first Open House was a good event, with a steady flow of people attending over the time, and the steering Group had worked as a good team. There were 49 pins emplaced on the Parish map, although not all attendees had emplaced one. There was good presentation at the door and the organisation was good.

Saturday mornings may not be a good time for families as parents and children may be at sporting events.

There was good level of talking amongst attendees. Use of the Shop had been a good idea and the co-operation was good.

Printing via Cottesloe School had cost £30 so this had been good local mutual support.

It was concluded that this had been a good event and done well.

7. July Open House:

TJ presented a preliminary consideration of results and these were approximately as was expected, and there were no surprises.

- The Group felt that there is a need to clarify if North Marston is now classified by AVDC as a “medium-“or “small-“ sized village.
- The number of responses regarding buses was noted
- Comments on infrastructure were noted. This includes sewerage.

The outline report will have the colour-code key added (ML to send) and some photos and then will be issued to PC, the mailing list and interested parties (eg: Shop; Pilgrim). SC commented it always goes down well with NP examiners when efforts have been made to engage groups who are less engaging.

8. Preparation of Parish Questionnaire:

There was discussion on methodology, publication and use of Open House results, other information required, working with Parish Council use of different platforms/formats:

- SC has a generic baseline survey that may be a useful starting basis and will distribute to the Group.
- To think about the various platforms available (paper to on-line) and which may be useful and appropriate
- Aim to involve pupils and teachers at NM School. This may engage parents as well as children
- Aim to engage youth
- Groups via
 - Sportsfield clubs: football and cricket
 - Scouts/Cubs/Beavers
 - Brownies and Guides
 - School, as above
- Frequently Asked Questions (FAQs) to be a separate section
- To include questions that PC have expressed interest in including within the process (KduP to seek information from PC.
- ML and TJ to begin looking at questionnaire content and distribution of responsibilities.

9. Date of next meeting – Agreed as Monday 3rd September at venue to be confirmed

10. Other Business

- 10.1. Forthcoming holiday absences were declared
- 10.2. Neighbourhood Plan Steering Group Rubric: ML had tabled 2 options on a revised rubric. Option 2 was agreed as the best: to add that the Neighbourhood Plan area as that is contiguous with the Parish Designated map issued by AVDC. ML to redraft.

Trevor Jenkins
Secretary and Vice-Chair
North Marston Neighbourhood Plan Steering Group