PRESTON PARISH COUNCIL

NEIGHBOURHOOD DEVELOPMENT PLAN - STEERING GROUP MEETING

Minutes of the Meeting held on Monday, 24 July 2017 at 7pm

PRESENT: Tony Warren (Chairman), Julie Tomblin, Regine Freyne, Sue Cameron and Anne Mingins
Dr Andrea Pellegram and Caroline Braidwood (Clerk)

1. Apologies and Reasons for Absence **Actions**

Alan Stone (Personal)

2. Declarations of Interests

Completion of Forms **AS & JB**

Tony Warren and Anne Mingins filed their forms.

Items on the Agenda

None

3. Minutes from the last meeting held on 30 May 2017

The Minutes were unanimously agreed as a true and accurate record and were signed by the Chairman.

4. Matters Arising

Formalisation of Steering Group – CDC Advice

CDC had confirmed that the Steering Group had been acknowledged and no further action was necessary.

5. Feedback from Landowners' Meeting on 20 July 2017

The Chairman confirmed that the meeting had progressed as expected and had given people the opportunity to think about questions before the main public consultation meeting in September. The notes from the meeting were circulated as attached.

6. Feedback from GRCC Seminar

The Seminar had been attended by Dr Pellegram and Julie Tomblin and Julie's notes had been circulated.
GRCC were offering some level of support but it is likely that the support offered by Locality could be more helpful.
GRCC advised not to make process too formal in order to encourage engagement by the community.

7. Correspondence

Letter from English Heritage

Noted.

Email from CDC
Noted.

8. First Public Consultation – Early September 2017

It was agreed that it is crucial to have a successful engagement strategy and appeal to every group in the community. There was considerable discussion on how this could be achieved – identifying groups by interest, age etc and whether to hold separate consultation events. However, it was agreed to hold the first consultation event in the Village Hall on Tuesday, 26 September between 7.30 – 9.30 pm. **ALL**

Everyone in the Village would be invited by email, Newsletter article and leaflet drop to every household delivered by the Group with the help of volunteers. Each 'deliverer' would be responsible for specific addresses and following up. Knock on doors during September and leaflet drop approx. 8 days before. **ALL**

AP to devise proposals for public meeting for discussion on 14 September.

It was noted that there are 83 properties in the centre of the Village with a total of approx. 130 in the Parish as a whole.

The information provided by the Design Statement can be used.

CDC may be able to help with Parish level census information and contact information for such consultees as Highways, Planning etc. **CB**

We also need to include: Head teachers (routes to school), Businesses, Sports Clubs, Football stadium. Groups who use the Village Hall (WI, Art, Yoga Chill (Mark Adams)),Church – PCC

Norcote Barns, Village Farm Business and VH users = could be one group

Julie Tomblin offered to organise a tea party for children and teenagers – approx. 15 and will develop a list of names. **JT**

Format for public consultation event **ALL**

- The Chairman to make introductions **TW**
- Dr Pellegram to plan meeting and suggested Post its – 3 things people love and 3 problems - SWAT analysis **AP**
- Group into themes.
- Identify issues – find evidence – look at options
- Need to come out of the meeting with vision and objectives / themes.
- What do you want Preston to be like in 20 years time ?
- Identify key issues and design questionnaire around them.
- Chairman to put save the date article in Newsletter
- Also on website and noticeboards.

Develop and circulate Communications Strategy **CB**

9. Any Other Business
None

10. Next Meeting – 14 September 2017 at 7pm at The Pigeon House

The Meeting Closed at 20:05