



Linton Parish

(Bromsash, Gorsley & Linton)

Neighbourhood Development Plan

Minutes of Steering Group Meeting

On Thursday 24th May 2018, at 7:30pm

At Gorsley Village Hall (Committee Room)

Attendees: Chairman: Lucy Watkins (LW); Tony Chaloner (TO); Peter & Bridget de la Billiere (PDLB); Iain Houston (IH); Suzie Keown-Boyd (SKB); Andy Reeves (AR); Jane Reeves (JR); Elizabeth Malcolm (Clerk) (EM);

- 1 Apologies: David Jones; Sacha Morley; Chris Stafford
- 2 Declarations of Interest - attendees were required to check and initial the sign-in sheet as a record of attendance and interests.
- 3 Minutes of the meeting of 26th April 2018 were agreed as accurate.
- 4 Review of Actions from 26/04/18 - (see headings below). Data on application statistics had been considered and showed that base property number for Parish at 2011 was 437. A 14% increase is 61 and 62 have been approved since 2011. If approvals continue at same rate/year there will be an 87% increase in properties in the Parish by end of 2031.
- 5 Budget & Grant: AR confirmed that the grant of £5,784. Applied for has been confirmed and paid to the PC account. The PC has now approved appointment of Data Orchard as consultants on the first stage and expenditure against grant which will be paid at normal PC meetings.
- 6 Project Plan: LW confirmed that a simpler Project Plan had been produced from a master supplied via Data Orchard. This will be available via shared drive and web.

The next stage is to hold community events to obtain feedback on the issues that are important to Parishioners prior to issuing a questionnaire to obtain greater detail.

- 7 June / July Consultation events:
 - a. Dates & Venues: agreed to set dates of 23rd June at Linton Village Hall and 14th July at Gorsley Village Hall. To run from 10:30 am to 3:30pm, with refreshments available through the day.

It was agreed to have a presence at the Gorsley Geoffs School Fete - to encourage attendance at one of the open events. It was also agreed to seek to place flyers in children's' book bags.

EM to email the Steering Group to establish availability to help at the open days and/or to assist with leaflet drops.
 - b. Content for events: Themes were agreed as: Environment and heritage; Housing; Economic Development and employment; Community facilities and



Infrastructure and roads. JR & IH to draft Vision & Objectives. AR to contact Rogers B & W to obtain some historical background. AR to look at 'Issues'.

The above for circulation by 7th June for review.

- c. Running events: Seek to borrow boards from Church/History Society (held in LVH).

EM will draw up rota

Working group to follow up: SKB; LW; TL

8 Communications Team

- a. Publicising the events: agreed primary method by flyers and posters. LW to ask Carole Smallwood if Chimes distributors might help leaflet distribution.

Working group: SKB; LW CS; SM; TC;

- b. Developing Website: New Parish Council site now live but needs work. EM to set up NDP page structure - on receipt of agreed format.

Agreed to place Home page paragraph provided by IH.

9 Information sharing with Steering Group

- a. Agreed to continue using Google Drive for information and work-in-progress.
- b. GDPR - noted that care must be used to ensure any capture of personal data is carefully flagged to participants who must have a right to withdraw their information. Noted that those on emailing lists to date had all consented at open meetings.

- 10 LOGO Agreed to revise logo such that the top line is village names; Linton Parish in brackets in middle line and NDP at bottom. EM and LW to work on remastering.

- 11 Next Meeting **MOVED to THURSDAY 21st June** - subject to confirmation of room availability.