

Minutes of Neighbourhood Plan Steering Group Meeting 8th September 2023 at 10.30am

In Attendance: Michael Pearson (Chair), Nigel Aldis, Patricia Hall, Richard Weedon, Phil Rose, Rob Neville, Amanda Harvey-Wade and Jo Graves (Clerk)

1. Apologies

Apologies received from Ian Smith, Peter Holden

2. Minutes of Previous Meeting

It was **RESOLVED** that the Minutes of the meeting held on 2nd August 2023 were approved as a true record of decisions made and signed by the Chair.

3. Update on action points from previous meeting.

The Clerk advised that following a discussion with the CBC Neighbourhood Planning Officer that the parish boundary could be used as the designated area. As the form has to be signed by the Parish Council it will be approved at the meeting on 28th September and sent to CBC.

4. Questions for inclusion in initial public questionnaire.

There was a discussion about some of the questions but it was decided that it would be best to have an open meeting in the village hall first to find the areas which were of most important to residents.

5. Communication strategy for next six months.

It was agreed that an open meeting in the village hall would be a good opportunity to introduce the Neighbourhood Plan to residents and it had been useful when the Parish Plan was being developed. There should be boards covering different topics so that residents can leave their comments on post-it notes. Previous experience had shown that only around 10% of people respond to questionnaires. There was a discussion about having a second meeting at the Pavilion one evening from 4pm-9pm, but it was agreed to initially book the village hall for 2nd December – **Action the Clerk.**

It was advised that there are some display boards which could be borrowed for the event and there was a discussion about some posters showing what information about Neighbourhood Plans. The Clerk showed some examples from other Neighbourhood Plans. Nigel advised he would draft some designs as he had worked on the Sandy Neighbourhood Plan.

It was agreed to also have a stall at the Christmas Fair on 25th November to publicise the open meeting on 2nd December.

It was agreed that a one-sided A5 flyer giving details of the event should be designed and delivered to all properties in Blunham – approximately 600-650 would be required. The clerk to obtain quotations – **Action the Clerk.**

6. Budget for 2024/2025

Outgoings agreed to date:

Village Hall hire - £81.25

Post it notes and refreshments etc for open day

Pop up banner for using at Neighbourhood Plan events

Badges for members of Steering Group

7. Recent land sales

It was noted that land that had recently been offered for sale had gone under off very quickly.

8. Agreed Action Points

Book Village Hall for open meeting.

Quotations for A5 flyer including delivery

Design posters for open day

Quotations for pop up banner.

9. Date of Next Meeting

Friday 6th October 2023 at 10.30am at Michael's Library, The Drift.

--There being no further business the meeting closed at 11.30am—

Chair_____

Date_____