

Minutes of the Neighbourhood Plan Working group held on Friday 9 May 2014

1. Present: Clare Sheridan (Chair) (CS), Agnieszka Paszkiewicz (AP), John Jeynes (JJ), Rob Waite (RW), Chris Cowcher (CC), Vicky Redding (VR), Alastair Shankland (minutes) (AS), Elin Tattersall (GRCC) (ET)
2. Apologies for Absence: Carol Kambites
3. Declarations of Interest: none
4. Approval of the minutes of the Neighbourhood Plan Working Group held on 25 April 2014:

Minutes were agreed as correct other than CC noting he was marked as present although he had passed apologies. **AS** to correct error in minutes.

As the composition of the group changes with the balance being toward non-council representatives it was agreed that a definition of a quorum would be added to the agenda. This would be as an aide-mémoire to the Working Group, its accurate meeting arrangements and wider operation. **AS** to add line of text to head of agenda pro-forma document.

5. Budget breakdown & expenditure to date

AS reported that to date the project had spent around £200 on the banner and printing. For clarity this figure does not include any of the theme board production undertaken by Steve Palmer.

6. Project health check

With the group in agreement AS reported that a large amount of work had been done by the working group and tomorrow would be the first test.

7. Any Other Business

It was agreed that write up and analysis would be undertaken by GRCC, other options discussed were the Working Group undertaking the work or working group pay an external person, (likely to be Vicky Walker).

ET advised that this task was better undertaken by someone with a close understanding of the issues and technical understanding. AS advised that personal commitments meant that he did not have for the next month or so the ability to give as much additional time to Stonehouse as he had in April.

This would be confirmed after ET had informed the working group of the additional cost this would incur.

8. Planning for 10 May consultation event

Meeting broke to organise Town Hall for event.

9. Next Meeting Date – next steps of plan production

After some discussion it was agreed that GRCC would circulate via email collected evidence to working group by 23 May.

This is to be followed by a group meeting to discuss analysis and developing workshop content on 13 June.

The next community wide consultation/workshop event will be as part of the Stonehouse Community Partnership Arts event at Park Junior School on 5th July. JJ is organising and so can liaise between the partnership and the NPWG.

Other focused 'user group' events are also planned using the materials from 10th May event. **AS to draw list together** from STC website and begin to contact groups to ascertain their willingness to be involved.