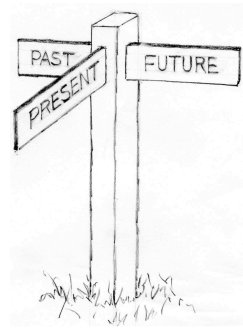


Minutes of the Steering Group Meeting

Date: Thursday 26th July 2018
Time: 19:00 - 21:00
Location: Room 89, Spixworth Village Hall
Steering Group Members present:

Paula Harkin-Perry (PHP) Peter Holdroyd (PH)
Sue Holland (SH) Paul Rowe (PR)



Supported by Shaun (SV) and Karen (KV) from ABZAG Ltd and with no members of the public present.

Action By:

2 Apologies for absence

Apologies were received from Hilary Ing (HI), Ron Ing (RI) and Sally McColl (SM).

3 Declarations of interest

No interests were declared.

4 Minutes of Meeting 14th June 2018

Approved and signed as a true record.

5 Matters Arising

Social Media:

Peter Holdroyd (PH) confirmed Facebook page = Spixworth Neighbourhood Plan – had been made public and an open group. Ideas were exchanged of possible content that could be added – maybe the stats – something every few weeks. Paul Rowe (PR) shared that he was on the “Spixworth People” group – which seems to be the main group in the area – and that he would try to raise the profile of the Neighbourhood Plan within this group.

PR

Front Cover Design:

Paula Harkin-Perry (PHP) presented what the Infant School children wanted for the village - comments, wishes and pictures from the school children - agreed to complete a summary of the responses and a brief description of the activities for inclusion in the Consultation Statement (one of the supporting documents to the Neighbourhood Plan) and the evidence that to support the prioritisation and possible policies, as it is these children that will see the future benefit delivered by the Neighbourhood Plan in 15 or

PHP

20 years time.

Community Engagement: Suggestions were made to build community engagement and reach more people, these included

- Leaflet: PH and PR had updated the leaflet. PH to find out about inclusion in the Parish News magazine. It was decided not to take forward 'door knocking' and to revisit this for the 'Pre-Submission' stage. Noticeboards and shops were suggested as good locations to place the leaflet / poster to raise awareness of the Neighbourhood Plan. PR kindly offered to print 50 copies and pass to KV to distribute. Soft copy to be emailed to SV for Consultation Statement. PH
PR / KV
- Survey: Suggested location - entrance to the Co-Op. PR to produce an initial draft and send to KV. PR
- Group and society visits: To be arranged once survey is available. PH advised he had drafted an outline of what he thought people wanted to hear and would email to the NPSG for comment. PH
- A list of Groups using the Village Hall had not been provided by SR to enable the NPSG to talk to them, although it was felt that a number of these groups are not Spixworth centric, therefore, not the right groups to target. Agreed to raise awareness with leaflet / poster on Village Hall's noticeboard. KV
- Church Fete 16th June - PH, SH and RI attended and promoted the Neighbourhood Plan.

6 Policy Writing Workshop: Part 2 - Policy Writing Templates

NPSG had completed three of the Policy Writing templates, these were reviewed and the ideas explored. Key theme was parking – lack of, indiscriminate, pavement parking, school – with the main solution seem as roads that are wide enough to accommodate two way traffic and on-road parking, plus the provision of sufficient and well placed off-road parking that residents would have the confidence to use.

Key areas identified that could be further explored through policy writing were: -

- Parking (indiscriminate and pavement)
- Off-road parking
- Road size
- Garage blocks, bays, courtyards and their location (attached or adjacent to dwelling)
- Limit garage conversion where it removes off-road parking allocation – easy to mitigate by creating

new parking space

- Driveway widths can be an issue where house next door too close and car door opens onto wall
- Wheelie bin 'blight' – allocated screened space in front of property for a least two bins
- Self build as another method to deliver more affordable homes and support local small builders and/or local economy
- Housing mix
- House size standards
- Environment – what ? (Sally to help)
- Conference centre / village hall
- Coffee shop

Elements that were not land usage could form part of or be projects and included within the Neighbourhood Plan.

8 **Next Meeting:**

19:00 on Wednesday 26th September 2018 in Room 89, Spixworth Village Hall.

9 **Any Other Business**

There being no further business, the meeting closed at 20:20.

Signed: _____

Date: _____

Name: _____

