

Lyonshall Neighbourhood Development Plan

Steering group meeting 7th February 2017, Wildwood, 7.00pm.

Present: Cllr Avery (Chair), R Addis, N Rowlatt & Clerk R Bissell.

1. Apologies.

Apologies were received and accepted from J Burgoyne & J Howard

2. Declarations of interest.

There were no declarations of interest received.

3. Minutes of meeting 31st January 2017.

The minutes of the meeting on 31st January 2017 were previously circulated and were approved unanimously and signed.

4. Review consultant & decide appointment

The clerk had previously advised that the two recommended consultants provided by Herefordshire clerks had been unavailable for interview. The group discussed previous interviews and whether a third consultant interview was required. After some discussion, it was agreed further interviews were not necessary as Louise Kirkup from Kirkwells performed a most impressive interview with a wide experience and knowledge in planning and Neighbourhood plans that the group would unanimously like to appoint her as Lyonshall NDP consultant. *Clerk to write and request meeting date.*

It was agreed that the group should refresh on details from the original questionnaires and results. And think about the objective list. It was also suggested that the members thought about what the essential characteristics of Lyonshall are? *Clerk to forward questionnaire results and remind objective headings.*

5. Results of Housing Survey

The clerk reported all housing surveys had been collected and the data collated in a basic spreadsheet format with a full summary to be provided. 30% of forms were returned completed with interesting responses. The clerk read all comments and highlighted information from the spreadsheet.

6. Overview and confirm wording of vision statement and objectives

Item to be discussed at next meeting when all members present.

7. Correspondence

None.

8. A.O.B.

The group briefly discussed the settlement boundary and the clerk will forward maps on file and investigate further purchases

9. To Agree date for next Steering group meeting.

The next Lyonshall Neighbourhood Plan steering group meeting will be on **Provisionally Monday 6th March 2017 at Wildwood. Time to be confirmed.**

Meeting closed 9.10pm.

Signed.....

Date.....