

# LYONSHALL NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

## MINUTES OF THE MEETING

**Monday 29<sup>th</sup> October 2012, 7.30pm in the Memorial Hall, Lyonshall**

**Present** – Peter Broadbent (PB, chair), Ron Addis (RA), Kinsey Hern (KH), Isobel Hutton (IH) & Kate Lomax (KL).

**85. Apologies for Absence** – Richard Oliver, John Parker and Dee Wetherill.

**86. Minutes of the Meeting of 8<sup>th</sup> October** were agreed and signed.

### **87. Matters Arising & Reports on Actions Undertaken**

PB has been speaking with Paul Avery, Parish Council Chair, suggesting that the NDP will need to fit in with the Herefordshire Core Strategy which is being developed. Consultations with the electorate are taking place at the moment but the Strategy is unlikely to be approved before next spring. The second questionnaire cannot be devised and distributed until it is in place so we need to amend our timetable accordingly ensuring that we keep the interest alive.

### **88. Preliminary Results from the 1<sup>st</sup> Questionnaire (documents circulated)**

145 questionnaires were returned and passed to Herefordshire Council for the data to be input and analysed. The results are checked and counter-checked so we should receive a useful analysis in about 4 weeks. PB had tallied the figures for the top 3 responses on all the questions where responses were listed in order and for those by preference, together with a brief summary of the individual written comments received on each section of the Questionnaire. The document he produced was circulated and discussed in detail. It was agreed that some trends were evident but that it was necessary to wait for the analysis before more progress could be made.

### **89. The Way Ahead**

PB suggested a programme of topics for talks & discussions. It was felt by some that this might detract from the core purpose of producing the Neighbourhood Development Plan. It was agreed to await the return of the analysis which will influence our next steps. It was agreed to work towards another parish public meeting and a likely timetable may be:

Receive & circulate analysis → Steering Group meeting about a week later → Flyer distributed to all households to advertise Public Meeting → Public Meeting, provisionally aim at week of 4<sup>th</sup> February 2013.

The date of the steering group meeting will be fixed by email circulation when the date of receiving the analysis is known. In the meantime, PB will write an article for inclusion in the parish mag for December/January to explain what is happening.

### **90. AOB & Items for Next Meeting**

Reminder to all to give only general comments about any questionnaire results at this stage so that we are not misinforming or confusing people. Next meeting - revised timetable.

**91. Date(s) and Venue(s) of the Next Meetings** – Provisional arrangements, see above.