

LYONSHALL NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

MINUTES OF THE MEETING

Monday 26th November 2012, 7.30pm in the Memorial Hall

Present: Peter Broadbent (PB), Ron Addis (RA), Kinsey Hern (KH), John Parker (JP), Isobel Hutton (IH), Kate Lomax (KL), Dee Wetherill (DW), Richard Oliver (RO) [arrived at 8.00pm].

92 Apologies for Absence

There were no apologies for absence.

93 The Minutes of the Meeting of 29th October were approved and signed.

94 Matters Arising There were no matters arising. Everything to be done has been done.

95 Insert for Parish magazine

It was agreed that we should not wait too long before another public meeting but could bring the February meeting forward to Monday 14th January and add the date to the insert in the Parish Magazine with an explanation. The focus groups will be after the January meeting. A reminder flyer will be distributed about 7-10 days prior. RA will co-ordinate distribution. Posters will be put up about a week before. The insert was approved.

96 Action Plan, Version 3

It was agreed that the provisional meeting on 3rd or 4th January will not be required. Those involved in setting up the public meeting will liaise as necessary. The action plan was agreed.

97 Main Findings in the First Analysis

The first questionnaire has been analysed by Herefordshire NDP team and the document has been circulated to steering group members. There was discussion of the main findings in the analysis. The bias was tilted towards older residents and all committee members should consider ways of getting younger people involved. It was agreed that we should keep saying what will happen if we have no plan. RA agreed to devise a graphic plan/diagram to demonstrate the results of the first questionnaire.

98 Arrangements for Main Focus Groups

PB has prepared guidelines for group members which were agreed. The following groups & leaders were agreed:

Housing and Development	PB, RA
Business and Tourism	RO
Amenities, Services and Recreation	DW
Farming, Agribusiness, Utilities	KH, JP
Roads, Cycleways, Bridleways and Transport	IH
Youth Provision	KL

The flyers being distributed in January will include details for the above with relevant e-mail addresses and 'phone numbers.

The following dates for provisionally booking the hall for focus groups were agreed - 11th, 13th, 18th, 20th and 25th of both February and March 2013. Dates will be allocated by agreement of group leaders. It was agreed to keep the drop-in day on the agenda for future action.

99 Next Meeting as discussed above will be the public meeting on 14th January 2013.