

LYONSHALL NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES OF STEERING GROUP MEETING

Monday 12th August 2013, 7.30pm in the Memorial Hall, Lyonshall

Present – Ron Addis (RA), Peter Broadbent (PB), Kinsey Hern (KH) & Kate Lomax (KL).

138. Apologies for Absence were received from Isobel Hutton (IH), Dee Wetherill (DW), John Parker (JP) and Richard Oliver (RO).

139. Minutes of the Meeting of 22nd July & Matters Arising

- The minutes were agreed & signed.

- South Shropshire Housing Association - John Parker has made contact with the relevant person in South Shropshire Housing who is prepared to attend our meeting on 28th August. It was agreed to arrange this.

- Award of Grant - KL reported that the Parish Council has been successful in gaining a grant of up to £6,400 for the NDP & she outlined the project costs. It was agreed not to incur expenditure until the grant has been ratified.

- Prize Draws – KL has confirmed with the Gambling Commission that free draws do not come under the Gambling Act 2005. She has also received an assurance from Ted Bannister that it should count in our favour rather than otherwise with the inspector as demonstrating our initiative to ensure a high return rate.

- Maps – KL confirmed that the Parish Council is registered with Ordnance Survey Public Sector Mapping Agreement and she has circulated the wording to be attached to any printed map.

140. Second Questionnaire

- The Proof Copy of the 2nd Questionnaire and booklet were available in the proposed final layout. A few minor adjustments were made and the copy was approved for printing.

- The number of copies required was agreed at 650.

- The budget for design is likely to be around £100 & for printing, a similar cost to the first questionnaire.

- Timetable

- Saturday 21st September, it may be possible to have a NDP Information Point at the PC Celebrate Our Space Parish Event if the PC is agreeable & if there are volunteers.
- Monday 23rd Sept, Public Meeting to promote the 2nd Questionnaire.
- Tuesday 24th to Friday if necessary, distribution, RA to co-ordinate.
- Monday 7th October, 6pm deadline for return. RA will arrange for the Memorial Hall porch to be open during the day.
- Everyone actively to chase up responses during the return period & afterwards.

141. Community Involvement

Everyone should try to spread the word with residents when attending groups, coffee mornings, etc.

142. Publicity Methods

KL will publish info on the website. KH will cover the golf club & Burgoynes. In addition publicity in the media, drop-in sessions & noticeboards are needed. Steering Group Members are asked to let PB know which task they will do. Publicity drive will start on 9th September.

143. Public Meeting on 23rd September

Monday 23rd Sept, Public Meeting - PB, RO & others to arrange with a similar format to the previous meeting. Final details to be agreed at the next Steering Group Meeting on 28th Aug.

144. Future Meetings

- Steering Group, 28th August, 7.30pm, Memorial Hall with the attendance of South Shropshire Housing Association contact.

- Parish Council, Thursday 12th Sept, 7.30pm, Memorial Hall. PB will provide a written report.

145. AOB - KH has investigated the Renewables Grant that has been circulated. It is only for planning & research but he will keep in touch with this contact.