

**LYONSHALL NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP
MINUTES OF MEETING, Tuesday 28th May 2013, 7.30pm at The Ovals, Lyonshall**

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

115. Apologies were accepted from John Parker (JP), Richard Oliver (RO) & Dee Wetherill (DW).

116. Minutes of the meeting of 25th March were agreed & signed.

117. Matters Arising:

- a. Herefordshire Council Core Strategy – consultation is concluded but there is no news about the next stage. The final document is unlikely to be adopted before spring 2014.
- b. Debrief on Herefordshire Council's One Year On meeting – PB gave a verbal report on the meeting which he attended with Paul Avery; both had found it very useful.
- c. RA will obtain the updated census data from Herefordshire Council for the next meeting.

118. Second Questionnaire - 'A Vision for Lyonshall'.

PB introduced the updated draft of the 2nd Questionnaire - 'A Vision for Lyonshall'. Several suggestions were made including:

- a. The amount of text needs to be reduced to retain the readers' interest.
- b. The questions should be grouped on the last two tear-off pages so the residents can keep the text for information. The text will refer to the relevant question number.
- c. A strong point should be made that if you want a say in your community then you should return your questionnaire as did 29.1% of electors in the first questionnaire.
- d. PB will again consult with Lynhales Nursing Home staff to enable participation of residents. The matter of non-return of a significant number may need to be noted.
- e. IH will find out the facts from Welsh Water about sewage capacity for the parish.
- f. The village development boundary was discussed & KL will make enquiries as to whether its removal is dependent on a ballot of electors.
- g. An "About You" section for respondents was discussed & generally agreed.

PB took notes on suggestions and will redraft the document. He will circulate the paper and he asked all Steering Group members to respond promptly with their reactions & thoughts.

119. Timetable & Distribution of Second Questionnaire

- a. Monday 23rd Sept was agreed as the target issue date for the Vision Questionnaire.
- b. The date for the Public Meeting will be prior to issue.
- c. It was agreed that we should do all we can to raise interest, enthusiasm and participation within the CP.
- d. It was agreed to organise a Lucky Questionnaire prize although there was no consensus about the detailed arrangements.

120 Future Programme & Action Plan

The future programme for the production of the NDP was discussed with a view to amending the Action Plan. PB will produce an updated plan for the next meeting.

121 Future Meetings

Steering Group – Wednesday 26th June, Monday 22nd July & Monday 12th August were agreed if needed.

122 AOB – None