**Minutes of Neighbourhood Plan Meeting**

**Monday 14 January 2019**

**Present:** Ian Jordan (Vice Chair), Stephen Lustig, Catherine Harrison, Nigel Finch, Andrew Hill, Nick Miller.

**Apologies**:, Helen Wallace,  Katerina Ivanova.

**Agenda items**:

**1 Draft Minutes of 3 December 2018)**

 The draft Minutes of the meeting on 3 December were adopted **Actions: AH** prepared an analysis tool for the Questionnaire and carried out an initial summary of results. Questionnaire sub-group did not meet.

**2 Questionnaire analysis.**

 AH presented a first analysis of the Questionnaire.

 A brief summary of the presentation:

 **Housing**:

 Majorities were in favour of the Quantity “about right” and “too many houses”

 Majority for 10 – 25 New Builds

 Majority for styles that bland in to the village with more school places and sewage infrastructure to support new developments

 Majority for “Starter Homes” and some “Social Housing”, new builds to be of 2-bed and 3- bed homes and consisting of infill and small developments

 Majority supportive of the final plan to allocate sites for developments

 **Action: NF and NM to carry out an initial analysis of the marked questionnaire maps to determine which possible sites carry most approval.**

 **Countryside Character**

 There was a general majority in favour of developments supporting the general character and appearance of the parish. There was a good response in marking the maps to illustrate important views.

 **Road Safety**

It was generally thought that traffic volume and speed were problems and that children walking to the bus stop, cyclists and horse riders felt unsafe. It was felt that while inclusion on the NP was probably not feasible, there was sufficient data in the questionnaire for a well-informed lobby of SCC Highways.

 **Action: To pass info to PC.**

 **Amenities & Services**

General support for the facilities in the village and the need for more/improved people groups in the village. There was mixed support for the use of community funds for projects although strong support for safe play areas and more footpaths.

 **Local commerce**

No strong opinions on Local Commerce except general wish for businesses to respect the character of the village.

 **General Questions**

Good response to this section.

 **Further Action**

 Meeting made a provisional decision to hold a Consultation Event on 13 April in Village Hall. **Action: IJ & AH to make a draft presentation of the analysis results with some emerging policy themes for next meeting**. **Action: CH to make provisional booking of Village Hall for 13 April.**

**3 Business and Landowner Survey**

IJ is responsible for this but asked for assistance in carrying out visits and interviews and for contact details by email for local landowners. **Action: NPG to provide landowner/business details to IJ.**

**4 Young People’s debate and feedback session**

 While this was originally organised for 20 December it did not happen. DW/KW not being present this will be raised at the next meeting. **Action: IJ to include this in next agenda.**

**5 Funding Update**

AH provided a brief update on funds availability. **Action: AH to circulate fund application forms so that these can be sent off before the next meeting to minimise delays.**

**6 Social Media update**

 AH advised that we now have a page on the APC website, we have a Facebook Page and Twitter account. Meeting approved AH to be able to add (non-controversial) details from the questionnaire analysis to maintain interest. **Action: NPG members to like our page!**.

**7 Overall Communications and Engagement Strategy.**

 CH circulated draft of Press Release for next Assington News. This was discussed and amended. **Action: CH to submit press release to AN.** Detailed discussion of this subject to be held over to next meeting. **Action: IJ to include this on the agenda.**

 Meeting finished 21:30.

 **Date of next meeting Monday 11 February 2019.**