

Minutes of the meeting of the Pirton Neighbourhood Plan Steering Group held on the 10 March 2014

Present:

Diane Burleigh (Chair)(DB); Gil Burleigh(GB);Wilfred Aspinall(WA); Clive Millar(CM); Nick Parkin(NP); Michael Goddard (MG); Lorna Sexton (LS); Jonty Wild (JW)Tom Gammell (TG)

Apologies for absence: Ann Webb

DB reported that Peter Harding had resigned from the steering group, and therefore as secretary. The members wished to record their thanks to Peter, and hope he would be able to assist with aspects of the work in future as a member of a working group.

DB offered to take brief minutes of the meeting until a secretary was appointed.

1. Minutes of the meeting held on the 6 February 2014
These were agreed as a true record of the meeting

2. Matters arising not on the agenda
DB confirmed she had drafted an article for the parish magazine. JW asked for a copy for him to circulate.

3. Membership of Steering Group

The meeting discussed briefly the need or otherwise for new members for the steering group itself. It was concluded that the steering group itself should not become large, rather more members were needed for working groups:

Website: currently WA, NP and JW

Evidence Base

Public consultation to organise/create

Community Assets

Landownership and discussion with landowners: TG and JW

Village Design Statement: its role in NP

Environment and heritage

Production of Plan

JW noted he could contact those who had contributed to the Village Design Statement. Following a question from MG, it was agreed that following the article in the parish magazine there could be a newsletter to be delivered to all households; NP offered print facility, CM to undertake delivery. The newsletter should ask for volunteers and permission to use and share email addresses for a circulation list.

4. Code of Conduct and Declarations of Interest

The Steering Group, having adopted a code of conduct, now has a book for recording interests that may indicate a conflict of interest on topics under discussion. DB will keep this book. The meeting agreed MG's suggestion that the Parish Council procedure be adopted so that interests are declared at the commencement of each meeting.

5. Website update

JW confirmed that Peter Harding had sent the agreed minutes to JW to go on the website. MG will email JW re a sentence on the website that needs amending. TG will respond re the logo to be used.

6. Budget Development

WA noted that further direct support was available. MG reported on his conversation with officers at the NHDC. As a result DB will write to the NHDC and invite officers to a meeting, and ask about both further direct support and the NHDC position on the community infrastructure levy.

7. Reports of Working Groups

There were no further reports

8. Public event

After discussion it was agreed that one should be held when the Group has more to consult on. The Group agreed it could use some external help in devising questions for consultation.

9. Dates of Future meetings:

8 April and the second week of May.

10. AOB

There being no AOB the meeting closed.