

**MINUTES OF MEETING NO 12 OF THE BOURTON
NEIGHBOURHOOD PLANNING GROUP HELD AT THE ANNEXE,
LITTLE MEAD AT 7.30pm ON MONDAY 17th JUNE 2013**

Present: M Withers, P Withers, P Overington, G Overington, A Scott, D Scott, N Hall

Apologies: C Price

13.59 Minutes of Meeting No 11

Action

These were accepted as accurate.

13.60 Matters Arising

Item 13.48. PO presented his further analysis of the housing section of the questionnaire data which the group would study and direct any questions back to PO. He also confirmed that the original data was correct.

ALL

13.61 Declarations of Interest

None were declared.

13.62 Meetings with Organisations

Following the distribution of flyers, putting posters on notice boards, placing a notice in the Blackmore Vale Magazine and sending personal letters to known groups, PW reported that so far she had received six responses. It was agreed that all those who had been written to would be telephoned to chase them up. This would apply equally to the school and surgery as it would to landowners, etc., and would be done before the end of this week.

PW

MW asked the group to respond to the proposed format for the group meetings so that they are run consistently.

ALL

13.63 Focus Teams/Tasks

PW reported that there had been 25 volunteer responses to date with preferences noted for the type of task/team they would wish to work on. This list had been circulated to the group. MW handed out a draft list of proposed Task Groups and asked for comments on this by the end of the week.

ALL

The group then discussed which group member would take the lead on each task. Provisionally, the task leaders would be :-

The Built Environment	MW
The Natural Environment	DS
Health / Well-being	AS
Infrastructure	NH
Economy	PO

It was agreed that more than one group member could be involved on each task group and **NH** said that he would like to join **MW** on The Built Environment Task Group. The members of the group agreed to consider which volunteers may work with the leader on each task.

ALL

Once the teams had been established, a briefing note would be prepared for them and a kick-off meeting arranged which would include NDDC planning policy officers.

13.64 Communications

NH reported good progress on the new website and said that it could possibly be up and running by early next week. When it was operational **NH** would email the new web address to group to members. It was noted that the NPG would have its own email address. The group thanked him for all the work he had done to set this up.

13.65 Vision & Aims

MW handed out draft statements of Vision and Aims and asked the group to consider these and make comments/suggestions by the end of the week. Until it was fully agreed, this was to be kept confidential to the group.

ALL

13.66 Programme

An outline programme had been prepared as part of the funding application to Locality. This would be used, as a guideline only, for checking progress.

13.67 Budget/Funding

MW stated that an application had been made to Locality for funds to assist with the preparation work on the NP. It was noted that, whilst the programme showed a date for submission of the Plan to NDDC by July 2014, the funds were required to be spent by the end of March 2014. A response to the funding application was expected in the next 7-10 days.

13.68 Any Other Business

For information only, **NH** reported that the VHMC had prepared their favoured layout plan for the new hall, adjoining Sandways Farm. He said that an informal approach has been made to the site owner and that the PC would be discussing this item at their next meeting.

MW said that, following discussion with NDDC, the Mill site would need to be included in the NP considerations in respect of site allocations, building design, open spaces and environment issues.

GO said that she would issue expenses claim forms to the group which they should use in future.

GO

On behalf of the group members, **DS** expressed their appreciation of the considerable amount of work, which had been done by the Chairman and Secretary, in producing a number of very well thought-out draft documents for consideration by the group.

13.69 Date of Next Meeting

This was arranged for 7.30pm on Monday 8th July at Sandways Farm.