

**MINUTES OF MEETING NO.7 OF THE BOURTON
NEIGHBOURHOOD PLANNING GROUP HELD AT SANDWAYS
FARM AT 7.00pm ON MONDAY 7th JANUARY 2013**

Meeting of Volunteers

Prior to the start of the formal NP meeting a briefing was given to twelve volunteers who were going to assist in the delivery and collection of questionnaires. Each volunteer received an introductory letter, guidelines and a form for recording deliveries etc., and their questions were answered. Each volunteer was allotted a coordinator being one of either Pat Withers, Alison Scott or Cathy Price who would oversee the process. The volunteers who attended were:- Angela Ambrose, Jenny Dee, Carole Allen, Anita Weston, Jenny & Gar Morgan, Ruth & Ian Hounsell, Linda & Paul Curry, Andrew Sturt and Simon Firbank. They were all thanked for agreeing to assist the NP group.

Present:- M Withers; P Withers; P Overington; G Overington; D Davies; R Davies; C Price; L Shepherd; J Watts; A Scott; D Scott; N Hall

Apologies:- None

Action

13.01 Minutes of Meeting No.6

These were accepted as correct.

13.02 Matters Arising

Item 12.56 – **MW** reported that he had prepared and sent a short article to the parish magazine for printing in early January but it had not been published. It was suggested that another entry be requested in the next edition to say something along the lines of “You will by now have received the Neighbourhood Plan questionnaire – if you have not already done so, please complete and return it as soon as possible so that your views on the future development of Bourton can be taken into account”.

Item 12.60 – **MW** reported that, following the public meeting and the Parish Council’s letter to NDDC, the District Council had written to the proposed developer of two wind turbines at West Bourton confirming that they would be required to provide an Environmental Impact Assessment.

13.03 Declarations of Interest

None declared

13.04 Questionnaire

Generally the group thought that the earlier briefing to volunteers had been successful and that their questions and suggestions had been useful.

PW had distributed packs for delivery to all her volunteers comprising **GO/PO,B Martin,A Sturt, Ruth & Ian Hounsell,Linda & Paul Curry,Jenny Dee.**

AS and **CP** would be handing out their packs during the next few days and it was agreed that volunteers could start deliveries from the coming weekend. **AS/CP**

MW reminded the group that in addition to the evidence that would come from the questionnaires there was also valid current evidence of the villages wishes contained in the VDS and its conclusions.

13.05 Communications/Advertising

CP reported what she knew about the setting up of the new village website and it was clear that this had not progressed as promised even though the Parish Council had approved the work and a budget.

The website was very important for the NP process and it was agreed that **CP** would chase the selected IT man about getting a generic NP address onto the website and **MW** would chase Simon Firbank. **CP**
MW

MW reported that the letter to children's parents had been delivered to the school and would be going home with the children of Bourton residents tomorrow. It was agreed that later next week (from 18th January) after residents had received their questionnaires that roadside signs would be put up around the village to remind people to complete them.

NH said that he could get hold of six sign boards with stakes and that after some discussion it was agreed that the signs would be at A3 size, encapsulated,with the words "HAVE YOU COMPLETED YOUR QUESTIONNAIRE" in as big a font as possible. **NH**

The artwork and encapsulation would be carried out by **RD/DD** **DD/RD**

There was a discussion about whether the businesses/community facilities in the village should be provided with questionnaires.It was decided that they should be interviewed as part of the evidence-gathering but not given questionnaires.

13.06 Programme

It was noted that the NP was on target with the programme.

13.07 Budget/Funding

LS said that if all invoices had been given to her then there was still some £1,100 remaining in the NP budget. It was agreed that **LS** would provide a breakdown of the recorded expenditure to make sure everything had been included.

LS

13.08 NDDC Core Strategy

MW reported that the Parish Council had responded to the NDDC questionnaire and that the revised strategy was due to be published in late 2013. He said that it was important to keep up a dialogue with NDDC so that they knew what we were doing and vice versa as the two policy documents emerged.

13.09 Any Other Business

MW/PW wanted it recorded that they had been approached by a landowner who wanted to know how they could register an interest in part of their land being considered for residential development. They had advised the landowner to complete the forthcoming questionnaire to which a covering letter could be added if necessary. Unrelated to this request they had received a gift of a brace of pheasants from the landowner some time later.

A question was asked if there was any news on the Bourton Mill development. **MW** said that there was ongoing correspondence between NDDC and the developer about ownership of the entire dam wall and whether there may have to be a revised application. This was a potential further delay to the planning application being determined.

NH reported that a large hump had suddenly appeared in the village hall floor and was looking into the cause and remedy.

RD asked that **NH** raised the subject of the forthcoming questionnaire at the film night tomorrow (Tuesday 8th) and he agreed to announce it.

NH

It was agreed that similar announcements would be useful at other events in the village hall, a list of which appears at the back of the parish magazine. **PW** would ask a group member to undertake this task in the next

day or so.

AS said that it would be necessary for volunteers to put the identification numbering on the map as well as the questionnaire. The coordinators would need to contact their volunteers to tell them and **AS** was thanked for raising this important omission.

It was agreed that all collected questionnaires would be delivered to **DD/RD** as soon as possible so that the data analysis could begin.

**AS/CP/
PW**

ALL

13.10 Date of Next Meeting

This was set for Monday 14th February 2013