

MINUTES OF A MEETING HELD ON THURSDAY 21ST JULY 2016

Subject	Description	Actions
Present:	Geoff Chapman (Chair), Pip Hartley, Sue Robinson, Emma Turner, Ruth Knight, Nick Tilley, Wendy Tilley, Adele Stevenson, Hannah Pearce	
Apologies:	None.	
Declarations of interest	None	
Feedback from 4th July meeting with John Glasscock	This had given us much food for thought and prompted the Chair to re-think our focus and structure. Accordingly, the first part of the meeting would be to look at key targets and roles.	
Key targets and roles	<p>It had been agreed that NWNP needed to re-think our key targets and allocate key roles for particular aspects. It would not be expected that the lead would do all the work in that area but that they would be the co-ordinator for that area of work.</p> <p>Key roles:</p> <ul style="list-style-type: none"> • Communication which would include how to communicate/engage with the wider community, leaflets, setting a communication strategy. • Finance which would include opening a bank account, seeking relevant grants and overseeing expenditure • Liaison with B and D/legal compliance which would also include site appraisal • Proof-reading and writing up • Data co-ordination • Negotiator • Project Manager 	<p>Wendy and Ruth to lead</p> <p>Sue and Adele to lead</p> <p>Emma and Hannah to lead</p> <p>Pip to lead</p> <p>Wendy and Ruth to lead Nick to lead Geoff to lead</p>
Vision statement	<p>The vision statement that had been agreed at a previous meeting was confirmed.</p> <p>To deliver a plan that will enable North Waltham to conserve and enhance its village identity and strong community values, while meeting the local strategic development requirements in a manner sympathetic to local needs and the wishes of the community.</p>	Ruth to send round vision statement and goals document with the minutes

NWNP

<p>Key events</p>	<p>The key events for the project plan had been agreed as follows (in no particular order):</p> <ul style="list-style-type: none"> • Call for sites; • Sustainability assessment; • Evidence base completed; • Consultation with key stakeholders; • Programme of community engagement; • Communication strategy; • Engagement strategy; • Pre-submission; <p>More key events would be added as we progressed through the plan.</p>	
<p>Preliminary site identification</p>	<p>Identification of possible sites for development, including areas to protect, views to maintain and identification of strategic gaps had been added to the local map. It had been noted that this information must remain confidential at this time. It would be necessary to interrogate owners of relevant sites.</p>	<p>Geoff to do a first trawl using Inspire data set and then Ruth and Wendy to interrogate ownership with the Land Registry.</p>
<p>Actions before next meeting</p>	<p>Adele to open a bank account with Santander Emma to clarify the situation with windfall/infill sites Sue and Pip to walk the identified sites Wendy and Ruth to begin work on a communication strategy</p>	
<p>Next Meeting</p>	<p>The next meeting will be on Thursday 18th August, 8pm in the Rathbone Pavilion.</p>	