

NWNP

**MINUTES OF A MEETING HELD ON TUESDAY 6<sup>th</sup> DECEMBER, 2016**

| Subject                                | Description  | Actions   |
|--|--|---|
| <b>Present:</b>                        | Geoff Chapman (Chair), Ruth Knight, Wendy Tilley, Nick Tilley, Pip Hartley, Emma Turner  |   |
| <b>Apologies:</b>                      | Peter Waggett, Hannah Pearce, Sue Robinson, Adele Stevenson  |   |
| <b>Minutes of last meeting</b>         | The minutes of the meeting held on 8 <sup>th</sup> November had been accepted as an accurate record of the meeting.  |   |
| <b>Matters arising</b>                 | GC had received housing needs details from B and D BC and these had been circulated.   |   |
| <b>Chair communications</b>            | GC had reported that he had received information from a group called HARAHA who take a charitable approach to development and also an email from the B and D Chair of the Association of Town and Parish Councils  |   |
| <b>Declarations of interest</b>        | None   |   |
| <b>Neighbourhood Planning template</b> | GC would upload a template onto dropbox to enable us to input the early drafts/bullet points for our sections, which we had worked on since the last meeting.  | GC  |
| <b>Next consultation phase</b>         | <p>GC had found some useful questionnaires which had been produced for other neighbourhood plans, together with a guide to putting together a questionnaire. These would be out onto dropbox. Discussion had taken place as to how best to use these. It had been decided that NWNP members would interrogate the questionnaires to produce some questions for their own sections. Discussion had taken place as to the type of evidence it would be useful to gather.</p> <p>A leaflet would be produced and circulated to villagers prior to the questionnaire being distributed.</p> <p><i>Post meeting note- HP has offered to produce a draft leaflet for discussion at the next meeting</i></p> <p>Members of NWNP would deliver and pick up the questionnaires (approximately 33 per member) to maximise completion rates.</p> <p>Both the leaflet and questionnaire would go out sometime in the New Year.</p> | <p>Character and setting<br/>GC<br/>Transport RK<br/>Housing HP<br/>Environment SR<br/>Economy AS<br/>Community NT<br/>Demographics ET/PH.<br/>Circulate by Sunday 8<sup>th</sup> January 2017</p> <p>All</p> |
| <b>Next Meeting</b>                    | The next meeting will be on Tuesday 10 <sup>th</sup> January 2017 8pm at Pip's house.  |   |