

Clifford Chambers and Milcote Neighbourhood Plan

Key points from meeting

Date: Mon 27 th June 2016	Venue: The Jubilee Hall	Time: 19:45 hrs
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Members		In Attendance	Associate Members		In Attendance
Pauline Newbury (Chair)	PN	Y	Shirley Acreman	SA	N
Chris Fox	CF	N	Sarah Crang	SG	N
Heather Frier	HF	Y	Charmian Evans	CE	N
Les Moseley	LM	Y	Charles Goody	CG	N
Andy Oakes (Vice Chair)	AO	Y			
Nicky Stratton	NS	Y			
John Taylor	JT	Y			

Subject	Action	By	When
Apologies for Absence	Apologies were received from Chris Fox.	Noted	
Minutes of Last Meeting	<p>The minutes of the meeting of the 11/04 were agreed and signed.</p> <p>Actions from previous minutes:</p> <p>LM to pass details of everyone who hires the Jubilee Hall to SC.</p> <p>End of Funding report to be completed</p> <p>A detailed project plan to be produced in accordance with the Terms of Reference and checked against the journey document.</p> <p>Bullet points to be sent to NS so that she can complete the update for the Clifford News</p> <p>Steering Group members to produce questions for their area of responsibility for the first draft of the questionnaire. The comments received from the community to be used as the basis of the questionnaire plus any additional relevant questions.</p> <p>JT to support CF - CG to support LM</p>	<p>LM</p> <p>PN</p> <p>CF</p> <p>PN</p> <p>All</p>	<p>Action discontinued</p> <p>Action complete</p> <p>Action complete</p> <p>Ongoing</p> <p>Action continues (see below)</p> <p>Action</p>

	PN had applied to the Clifford Charities for funding however this application has been unsuccessful as the Trustees felt that this should be covered by government funding although an email had been sent to them explaining the reason for the application. PN to meet with the Chair of the Charities to discuss.	PN	complete (application continued to be rejected)
Questionnaire	<p>PN (Economy and Jobs) and AO (Communication) have produced drafts of questions and passed them to other members at the meeting for review and comment.</p> <p>No other drafts of questions were tabled, although by discussion there had clearly been a lot of work done by HF (Sport & Leisure, Young People & Education and Healthcare) and LM (Housing, Land Use, Commercial Development and Heritage and Environment. HF and LM to complete drafts as soon as possible and pass to other Group Members</p> <p>Draft Questions on Flooding (NS) were not tabled or discussed. NS to provide draft questions to other Group members as soon as possible.</p> <p>Also established that no work had been done on Transport and Travel due to non-availability of CF. NS agreed to take over this task supported by JT and AO.</p> <p>After much discussion on how to format the questions for the Questionnaire, it was agreed that Shirley Acreman's (SA) advice be sought at a meeting on this issue. Therefore, a meeting was proposed for 11th July at the Jubilee Hall at 19.45 subject to SA's availability. PN to check with SA and confirm meeting</p>	<p>All</p> <p>HF and LM</p> <p>NS</p> <p>NS/JT/AO</p> <p>PN</p>	<p>11/07</p> <p>asap</p> <p>asap</p> <p>asap</p> <p>asap</p>
Housing Needs Survey	NS confirmed that the HNS had been discussed at the May Parish Council meeting. AO to check with SB that we can now use it in preparation of our plan. It was agreed that the HNS being a Parish Council initiative, it was not necessary to put it on the NP website.	AO	11/07
Southern Relief Road	The Village has had an approach from Luddington Parish Council about	PN	11/07

	supporting them in their position on the proposed Southern Relief Road, on the basis that it cuts across land adjacent to Parish. The meeting agreed this was a matter for the Parish Council to opine on rather than the NP Group and the matter should be referred to the PC.		
Funding	The meeting noted that no funding for 2017 had yet been applied for. PN advised that the reason was that we needed a clearer view of what support we would require from external consultants and the costs thereof before applying.	Noted	
Project Plan	We are currently behind our plan on the Questionnaire and funding.	Noted	
Communication	The report on the results of the open forum consultation events is now on the website. AO proposed an email to let everyone know it is there. The meeting approved.	AO	11/07
Any Other Business	There being no other business not previously covered the meeting closed.		
Date of Next Meeting	To be advised		