

**Minutes of Neighbourhood Planning Meeting
held in the Committee Room of the Village Hall on 8th May 2013, at 7.00pm.**

Parish Councillors present were:

Malcolm Bell (Acting Chair), Tony Durrant, Janet Grieve, Richard Wood

Steering Committee Members present were:, Andrea Ede, James Hare, Louise Hayling, David Hornblow, Karen Readman, Malcolm Knowles, Lucy Wilkinson, Bruce Ansell, George Zaidmann

ITEM COMMENT

1.0 Apologies Roger Marsh, Henrietta Pullan, Katie Tottenham, (No show: - Sian Davies, Joanne Shearing,)

2.0 Minutes of the last Meeting. No issues with the minutes.
Proposed Lucy Wilkinson, seconded Andrea Ede

3.0 Election of the Chair
Malcolm Bell being Acting Chair put his name forward.
There being no other candidates, voted on unanimously.

4.0 Election of the Vice-Chair.
Members of the Group asked what would be involved and the time taken up, because in the majority of cases work commitments have to take precedence. Until the group get more into Planning and analysing the information from the Community and the issues highlighted that are seen to affect Bramley in the future, the time factor is unknown.

5.0 Neighbourhood Planning Web site.
Update is that this is being completed by Chris Wright. The idea of using Free Google design is not available, but Chris has completed the design via another route. It should be up and running in the near future.
The web site is www.BramleyNDP.org.uk. Chris Wright

6.0 Summary Day Seminar "Are you ready for Neighbourhood Planning"
Louise Hayling, Karen Readman and Malcolm Bell attended the day course. Karen and Louise both reported that it had been a comprehensive presentation of the procedures for Project Planning, the Basis for Community Engagement, preparing an Evidence Base and Policy writing. It became evident during the course that the Community involvement is the important factor to establishing the issues that have to be addressed in the Neighbourhood Plan.
Having been supplied with a Stick with the presentation slides, it was agreed to forward this onto the group so that they could get an insight into what is involved.

M Bell

7.0 Application for Support and Financial Funding
The initial Application to Locality registering the Bramley Plan has been made. The return is that Bramley Neighbourhood Plan being sponsored by the Parish Council is eligible for Professional support and Financial Funding. The next stage is to complete the application on line to Locality which will be accessed. The success or failure will be notified to us within 20 days.

M Bell

8.0 The Draft Project Plan
A copy of the draft plan was supplied to members of the group. It is a bar chart plan with target dates for the completion of tasks leading up to presentation for referendum in Sept/Oct 2014. It was asked that members of the group study the plan and come up with comments for the next meeting. The project Plan as it stands will be presented to BDBC and to Planning Aid for their comments.

Lucy Wilkinson, M Bell

9.0 Issues Facing Bramley

Because of the input from the Seminar, it was realised that the Group could not at this stage be broken up into separate working groups. The information available from the community was not available to list issues facing Bramley. It was therefore decided to produce a Questionnaire that would ask the community to rank in order of importance issues listed, and to have the opportunity to add comments on issues not listed in the questionnaire. It would be worded to give all age groups the opportunity to answer. Topics to be listed would be Housing, Infrastructure, Communication, Education, Medical Services, and Recreation Facilities. This would be first attempt to find out what the community see as the issues facing Bramley. From the analysis it is hoped to prioritise those issues and to form the working groups to address those issues.

Production of Draft questionnaire George Zaidmann

The production of a Logo was considered important for the Neighbourhood Plan

This to be produced and circulated for approval Lucy Wilkinson

A Brief to go with the questionnaire to be written, explaining the point of the Questionnaire and asking for support from the community Andrea Ede

The Questionnaire, Logo and Brief to be available to go to print on Monday, 13th May, with replies asked for by the 9th June so that the results can be analysed at the next meeting.

The Questionnaire to also go on the Web site to give individuals the opportunity to either download another copy, or to complete it on-line Chris Wright

There being no other Business, the meeting closed at 8.45pm.

The next meeting to be the 12th June

Cllr Malcolm Bell

Chairman Neighbourhood Plan Steering Group