

## CLIFFORD NEIGHBOURHOOD PLAN COMMUNITY GROUP

Minutes of Steering Group (Meeting 16) held Wednesday 30<sup>th</sup> January 2013.

Present :- Tony Blackmore, Adrian Cairns, John Curtin, Jane Davies, Paul Leeming and Owen Milligan.

ITEM 1 Apologies for absence had been received from Peter O'Brien

ITEM 2 Matters arising from minutes of meeting 14 held 11<sup>th</sup> January 2013.

Re Item 5 Focus Groups status and membership. Contact had been made with all Focus Group members who had not attended a meeting in the past 5 months and original volunteers (8/02/2012) to ascertain their possible or continued availability to the Community Group.

ITEM 3 New Focus Groups designation and membership.

The groups to be designated as indicated in the discussion notes presented at the meeting held 22<sup>nd</sup> January. Basis of the membership for each group to be made up from those who had attended meetings. Additions to each group to be made from any responses as indicated in Item 2 above.

Focus Group designation and membership to be as listed in GROUP MEMBERS 5<sup>TH</sup> February 2013.

ITEM 4 Focus Group projects.

Development and Infrastructure Group. – Two projects agreed.

1 -Development sites - where, what, when and how much. Project parameters to be detailed by AC and circulated to Steering Group prior to next meeting.

2 –Roads, traffic and parking – work already completed to be put into a concise report.

Community, Leisure and Communications. – Two projects agreed.

1 – Open/ Green spaces. Project parameters to be detailed by JD and circulated to Steering Group prior to next meeting.

2 – Communications strategy to be agreed by group. Target date end February 2013.

Heritage and Place. – Two projects agreed.

1 – Write up history of community, how and why it developed, where we are now.

2 – Consider future in terms of desired development. PL to give guidance on both projects.

ITEM 5 Steering Group activities for next meeting(s).

1 – Next meeting to develop final document template so that as each focus area is considered results/reports/articles can be plugged in on completion.

2 - Look at Project Plan and calendar events required to completion of plan.

3 – Complete analysis of questionnaire and open day returns with a view to setting out areas for Focus Groups to consider.

ITEM 6 Meeting with LCC Planning.

Possible dates for a meeting with Ian Mackay LCC neighbourhood officer for our area had been received, confirmation awaited. Two or three representatives from the Steer Group to attend.

ITEM 7 AOB.

There was no other business.

ITEM 8 Date of next meeting.

This to be held at 7-30 pm Wednesday 13<sup>th</sup> February at St Edwards.