

CLIFFORD NEIGHBOURHOOD PLAN COMMUNITY GROUP

Minutes of Steering Group (Meeting 19) Wednesday 10th April 2013.

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

ITEM 1 - Apologies for absence.

There were no apologies.

ITEM 2 - Matters arising from previous minutes.

Ref Item 5 Meeting 18. – The NP document template was raised at the meeting with LCC 7th March 2013 and well received, further comments were promised after detailed consideration. These are still awaited. It was agreed that the template should be made available to all group(s) members without waiting for the promised response.

ITEM 3 - Development group report and site allocation.

The draft report completed by the group was discussed, it was considered that whilst it covered the areas required it should be presented with stronger evidence of how decisions had been reached.

JC to supply the headline figures from the questionnaire and open day to add support. TB supply LCC Site Assessment form to be used for site assessment of the non SHLAA sites under consideration.

ITEM 4 - Web site status.

JC presented a report on the current status of the web sites. Considerable progress had been made with the content for general access, this includes a Welcome review, Bulletin section showing the latest article in Outlook, General introduction to the Clifford Neighbourhood Plan, Minutes of Steering Group meetings and a section covering Surveys and Feedback with links to background information.

Work was to continue in adding background information including meeting minutes and reports from Focus Groups.

It was agreed that the information in para 1 would be free access to all who visited the site. All other information would be pass word protected for access by group members only. JC to provide details to all group members.

ITEM 5 - Community, Leisure and Communications Group update.

All information was ready to be posted on the notice board to be erected in the village hall. This should be completed during the current week.

Green spaces still under consideration. Comments were still awaited from

LCC Planning on the village green status before this could be progressed.

ITEM 6 - Heritage and Place Group update.

The two projects allocated, "History of the Parish" and "Clifford the place" had had the framework drafted out but needed to be reformatted in a similar manner to the conservation review. This was to be followed up by PL in 2 weeks.

ITEM 7 - Update on meeting with LCC held 7th March.

There was nothing to report as no response had been forth coming. A chase up email had been sent 4th April 2013.

ITEM 8 - Project Plan time line progress.

Discussions had been held at a prior meeting, the result of these to be presented in an updated plan at the next meeting.

ITEM 9 - AOB

There was no other business.

ITEM 10 – Date of next meeting.

This to be held Wednesday 7th May 2013 at 7-30pm, St Edwards Parish rooms.