

## Development Meeting

### Minutes

Date: 25/9/17

Time: 7:30

Location: Vestry

No. of attendees: 10

#### Meeting objective

For the subgroups to present back their initial thoughts on their allocated questions and options and for the group to discuss their opinions.

To finalise the content and roles and responsibilities for the village meeting.

#### Attendees

Name	Present / Absent
Adele Pope	Present
Graham Jones	Present
Steve Fisher	Absent
Roger Wyartt	Present
Judith Roberts	Absent
Chris Sharp	Present
Jon Rapley	Present
Derrick Haley	Absent
Wendy Lewis	Present
Alan Lewis	Present
John Clark	Present
Tim Ridyard	Absent
Colin Kennedy	Present
Ian Marshall	Present
Grant Lockhart-White	Absent

### What are the responses so far to the consultation questions? (excluding Q 1-5)

Discussion	All subgroups presented back their current response to their allocated questions and options in turn. The rest of the group then commented and discussed the salient points and areas for clarification.	
Conclusion	<p>Many of the subjects brought up by the subgroups were aligned. The main points of alignment were:</p> <ul style="list-style-type: none"> <li>• Housing requirements and types</li> <li>• Transport (especially volume and potential increase)</li> <li>• Rural growth and development</li> </ul>	
Action	Action to be taken by	Date to be actioned by
Subgroups to continue to develop the response to their allocated questions/options and attend the Council meeting on the 2 <sup>nd</sup> of October to clarify any questions they may have.	All	31 <sup>st</sup> October 2017

### What are the responses so far to the consultation questions 1-5?

Discussion	Due to limited time this agenda item was not discussed.	
Conclusion	N/A	
Action	Action to be taken by	Date to be actioned by
Subgroups to continue to develop the response to their allocated questions/options and attend the Council meeting on the 2 <sup>nd</sup> of October to clarify any questions they may have.	All	31 <sup>st</sup> October 2017

### What information should we include during the village meeting?

Discussion	The group discussed the objectives of the meeting and what content should be included.	
Conclusion	<p>The agenda for the meeting is as follows:</p> <ul style="list-style-type: none"> <li>• Introduction. Why are we here and what will be covered?</li> <li>• What is the Parish Council's role in planning?</li> <li>• Who are the planning group and what have we done so far?</li> <li>• What is contained in The Joint Plan and how can you comment?</li> <li>• What topics within The Plan do the planning group consider a priority?</li> <li>• What questions do you have?</li> </ul> <p>It was also decided to produce a leaflet for the attendees to take away with them which would include the key areas that the planning group are reviewing and how the parishioners can learn more and comment on The Plan.</p>	
Action	Action to be taken by	Date to be actioned by
Write agenda for meeting	Adele	26 <sup>th</sup> Sept 2017
Write summary for attendees to take away	Adele	26 <sup>th</sup> Sept 2017
Produce any extra slides and put together slide deck	Adele	28 <sup>th</sup> Sept 2017

## Who is doing what at the village meeting?

Discussion	It was agreed who would do which items of the agenda	
Conclusion	<ul style="list-style-type: none"> <li>Introduction. Why are we here and what will be covered? – Adele</li> <li>What is the Parish Council’s role in planning? - Graham</li> <li>Who are the planning group and what have we done so far? - Judith</li> <li>What is contained in The Joint Plan and how can you comment? - Adele</li> <li>What topics within The Plan do the planning group consider a priority? - Judith</li> <li>What questions do you have? – Adele</li> </ul>	
Action	Action to be taken by	Date to be actioned by
All to review the agenda to see the timings for each topic (agenda attached) and formulate what they will say for the section.	Adele Pope, Judith Roberts and Graham Jones.	28 <sup>th</sup> September

## What are the next steps?

Discussion	Actions were discussed and finalised	
Conclusion	All actions were agreed. Next group meeting 31 <sup>st</sup> October 7:30 the Vestry.	
Action	Action to be taken by	Date to be actioned by
No further actions		