

LITTLE BADDOW NEIGHBOURHOOD PLAN STEERING GROUP



Notes of the Ordinary Meeting of the Neighbourhood Plan Steering Group
held on Thursday 26th October 2017, 7.30pm at the Memorial Hall

1. Attendees:

Jane Rigler
Keith Ferguson
Margaret Martin
John Robinson
Ian Buchanon

2. Apologies for absence

There were a number of apologies due to the half term holiday

Nic Cooper
Tim Clayton
Danielle Kendall
Martyn Richmond
Nick Connor
Pauline Connor
Mike Rogers
Paul Roberts

3. Declaration of interest

There were no declarations of interest

4. Public Question Time

There were no members of the public present

5. Steering Group Constitution

- a. The Steering Group Constitution was adopted, subject to ratification by the Parish Council.
- b. The following officers were elected:
 - Jane Rigler (Chair)
 - Margaret Martin (Joint Secretary)
 - Danielle Kendall (Joint Secretary)
 - Keith Ferguson (Joint Finance)
 - Tim Clayton (Joint Finance)
- c. It was agreed that Working Groups consisting of any of the elected officers and members of the Steering Group will be established to conduct the various activities required to produce the Neighbourhood Plan. The Steering Group Members are:
 - Nic Cooper
 - John Robertson
 - Martyn Richmond
 - Ian Buchanon
 - Mike Rogers
 - Paul Roberts
 - Tom Chidwick
 - Nick Connor
 - Pauline Connor

6. Drop-in Event

The Drop-in event had been a tremendous success with 204 attendees including 2 non-residents. Attendees were particularly interested in how the Neighbourhood Plan relates to the Local Plan. The comment books were particularly successful and a number of key themes had emerged. The

Children's Art exhibition had drawn particular interest and had encouraged children and parents to attend.

The Steering Group wished to record their thanks to Nick and Pauline for organising the event - a really superb job.

Summary of the findings from the event:

- Style of housing - mixed feelings about design - include in survey
- Strongest theme - reduction of small properties and bungalows
- Dislike of high solid gate fences and hedges
- Public buildings/business premises - very little and no real subject for survey
- Transport - speeding cyclists, lack of public transport, speeding cars, safety of pedestrians - footways, traffic calming measures
- Utilities and services - GP capacity in Danbury - length of time for appointments; mobile phone coverage; Broadband
- Recreation - nothing much

Are there other topics to be included in the survey?

- Need to consider the length of the survey
- Clear indications from people on what they felt was important
- How does it relate to the topics covered in the VDS (e.g. open spaces,)

It was agreed to postpone forming focus groups until the next Working Group meeting when more members would be available to attend.

Survey –

Keith beginning to draft out a first draft of the survey which will then need input from committee members and require a pilot before it is distributed. It was agreed that the survey will be distributed in January, one per house with ways for people to print or access additional copies (website, print/copy or request an additional copy). Minimum age 16

7. Finance Report

The budget had been agreed, and grant monies applied for and received. The Drop-in event had been funded from within the budget. All on track and money now expected to be spent on the survey.

8. Project Plan Review

The project plan will be reviewed at the next Working Group meeting.

9. Information Items

Margaret is going to attend the RCCE information event on 13th December.

10. Next meeting

The date of the next Working Group will be agreed following an availability check of members.