

Chew Valley Neighbourhood Plan Steering Group Meeting No.10 at Hinton Blewett Village Hall, 7.30 pm, Monday 23rd March 2015

Agenda

1. To receive an informal talk from Rosemary Naish on the drawing up of Clutton's Neighbourhood Plan
2. To receive apologies
3. To approve the minutes of previous meeting and update on actions
4. To receive update on support for sub groups
5. To receive parish character statements
6. To sign off Chew Valley Gazette advert for May edition
7. Finance and grant funding
8. No other business
9. Date of next meeting: Monday 20th April 2015

Meeting dates for 2015: 20th April, 18th May 15th June, 20th July, 17th August, 21st September, 19th October, and 16th November.

Agenda - background information

1. To receive an informal talk from Rosemary Naish on the drawing up of Clutton's Neighbourhood Plan: This is our opportunity to hear first-hand from Rosemary of the difficulties Clutton parish faced in drawing up their plan and how they overcame them. (We are planning to allow an hour from 7.30 to 8.30pm) and then convene the Steering Group meeting to deal with the following items.)
3. To approve the minutes of previous meeting and update on actions
 - 1/1 Action: Post the meeting it was confirmed that a representative from Clutton NP would attend the meeting on the 23rd March. *Advised 24.02.15*
 - 3/1 Action: Liz Richardson to contact CVG. *See Agenda Item 6.*
 - 4/1 Action: Management team to consider reimbursement of costs incurred by sub groups. *Sub groups are requested to submit details of costs incurred for which they would like reimbursement.*
 - 4/2 Action: CVNP Administrator to circulate mission statement, facilities audit and drop-in information. *Advised 24.02.15*
 - 6/1 Action: Parish Mission Statements: *Parish Councils to complete Parish character/mission statements by 23rd March. Statements awaited from Chew Stoke, Compton Martin, East Harptree, Ubley and West Harptree.*
 - 7/1 Action: Liz Richardson to agree questionnaire with school. *Printed and with the school for completion.*
 - 9/1 Action: CVNP Administrator to circulate the Clutton NP web link. *Advised 24.02.15*
4. To receive an update on support for sub groups: We are looking at seeking additional support and are putting together a shopping list for the advice we need and will making an application for grant funding. ***It would also be helpful if you could let us have the dates of your forthcoming sub group meetings so that we can schedule in the advice sessions.***
5. To receive parish character statements: Two parishes have submitted their character statements so far. ***Please be sure to have them available by the 23rd March.***
6. To sign off Chew Valley Gazette advert for May edition: Copy for the advert will be available at the meeting.
7. Finance and grant funding: Treasurer's report attached. Items for which we will be applying for funding include: the summer consultation, reports required in support of evidence and advice for sub groups. Please let us know of any specific items which you think should also be included.
8. Any other business: It is not intended to have AOB at this meeting. However if you have any item(s) you would like included on this agenda please let me know by Sunday evening 22nd.
9. Date of next meeting: Monday 20th April 2015