

## Draft Minutes for Steering Group NDP meeting 24<sup>th</sup> September 2018

### **Item 1 Apologies**

Anne Constantine

Andrew Pett

Fiona Coulson

Phil Hemmans

### **Present**

David Prest

Rachel Greaves

Stephanie Beaumont

Ann Cosgrave

Nigel Day

Dean Sibley

Martin Davies

Jonathon Bonnett

*To be included in minutes Gill Ellwood, Angela Steele, Debi Pierce*

**Not present** Nik Johnson

### **Item 2**

Declaration of interest now mostly completed and held electronically by Diane Taylor- secretary to GG parish council. **Outstanding – Fiona Coulson and Phil Hemmans**

### **Item 3**

Minutes from last minute approved and signed by chair David Prest

**Item 4 - Open forum – no members of the public attended.**

**Item 5 Actions – from last minutes as below**

**Action** Secretary to print and sign all back copies of minutes.

DP clarified there was a 'women in business' list but not an actual list of businesses.

Not known if Andrew Pett has contacted Mrs Downes – RG emailed him and he confirmed he had not (post meeting).

SB has spoken to Mrs Downes and she had no comment except to say how many children are in the school

Ceiling level of 157 pupils confirmed by Anne C — NDP group to access the minutes of the last meeting of the school governors meeting.

DP to forward out Anne C's emails to RG and JB – completed 25/09/18

Mission statement – now approved and to be put up on the website – ND

Stalls deemed to be successful – Ann C attending Lighthouse café again 25<sup>th</sup> September 2018.

2020Vision leaflets to be placed on Gransdens Society Stall at Gransden Show -29<sup>th</sup> September - MD

MD to scan in field map and Debi can print and if photographed can reproduce. ND to scan and MD to figure it out and print copies to use for discussion in engagement activities. **Action – MD/ND scan map**

Declarations of interests – **Action RG to email Nik re interest form** and needed still need Fiona, Nik, Phil – RG to prompt.

#### **Item 6 Confirmation of steering group responsibilities.**

David Prest – chair, (David please fill in the rest I didn't write them all down!)

RG – secretary (since resigned) and lead on young peoples engagement

SB – events organiser

Anne C – engagement and draft writer?

Phil Hemmans– finance

Dean – character assessment and spacial policy with some input in young people engagement

Martin and Nigel – special policy

Nigel – IT

Debi – publicity

AnnC – community engagement

Jonathon Bonnet – young peoples engagement and school governor liaison

Fiona – volunteered to write the complaints policy to be – **Action FC**

RG and JB to take the lead on school and young people engagement DS to help.

JB to chat to lead with school governors- governors report for the sustainability of the school with scenarios of extra housing. **Action - JB**

RG to email AP about whether he has arranged a meeting with headteacher – completed

DP to draft a statement to governors – and to talk to governors ? Action DP

Action – JB to liaise with associates in the governors – completed 25/09/18

**Discussed spacial policy** - Buildings and character – achieves in Gransden society 1995 – MD get a scanned copy of Great Gransden Village study and circulate around committee – **Action MD**

Leafletting – MD to get list of outlying homes that have not been leafletted and deliver – **Action MD**

**Action – for each sub group to be responsible for any questions etc about their group.**

DS suggested we will need a planning consultant

SB and David both suggested that ACRE may be able to help us keep NDP in line with planning – local and national plan. Huntingdonshire’s new local plan is now written and awaiting approval – draft copy to be consulted. **Action – DP to ask Clare for a copy of the draft.**

MD brought up other actions called ‘village actions’ such as hedgerow systems

DP have read the initial leaflet – small group – JB Nigel to read through.

Small group needed to read through the leaflets into the groups and pick out main themes – possible that we will work on 70 received – leaflets to be completed by 31<sup>st</sup> October -amendment post meeting – SB attending youth group early November – deadline extended slightly to accommodate this.

School and young people – RG to discuss with Brownies re badge or engagement RG to text Nadine re tomorrow – completed and leaflets delivered back to DP post meeting

Hard to reach groups – this was discussed and identified as a few households who could be approached face to face and their views sought. This does not take into consideration those households not known about. Discussed that a leaflet through every door counts as accessing hard to reach groups? This will need more clarification to ensure it meets NDP criteria as evidenced they have been consulted – for further discussion at next meeting?

Mrs D – approach about parents consultation evening – **action RG**

Main questionnaire – to post out from electoral roll – are all of Great Gransden on the electoral roll.?

ND action to ensure that official email can send emails as its from address – **action ND**

Domain is [2020vision.gransdens.org](http://2020vision.gransdens.org) email address is [2020vision@gransdens.org](mailto:2020vision@gransdens.org) – to ensure that only one email address is used.

Map may be a problem from HMSO point of view– MD to ensure that any copyright issues with ordnance survey are solved. **Action - MD**

Parish map to be posted on website **Action – DP and ND**

Facebook and blogging parked at present.

## **Action 7**

Feedback from HDC committee on 17<sup>th</sup> – Sand Road. Postponed for 3 weeks due to further consultation.

Discussed that NDP steering group is neutral in aspect of all development. View point is that HDC is approving a NDP and also development outside of village appears to be in conflict.???

MD - District councils vulnerable as they do not have a local plan to defend against. Possible that an emerging NDP plan – but need to have applied for the funding.

As individuals we can make representation but not as a steering group.

**Action 8 Consultation Strategy – to be determined by sub-groups?**

Young peoples engagement to include school, preschool, teenagers – aim for a 16-18 champion, guides, scouts and Barneys childcare.

#### **Action 9 Funding**

DP confirmed only the parish council can apply for the funding. Can only apply for what we can use until March 2019. DP to contact Mark Deas from ACRE to see what contact he has had – DP has already emailed Andrew Pett and Diane to ask parish council to apply for the funding.

#### **Action DP to meet with AP and complete funding application.**

#### **Item 10 – timetable**

Timetable has been circulated. All agreed we should aim to complete by late December 2019/Jan 2020. Detailed questionnaire to be considered for circulation January 2019.

#### **Item 11 Cambridgeshire Acre**

Agreed that Cambridgeshire Acre – to be utilised sooner rather than later and to be consulted on how well we are mirroring the local plan. Possibility of using them to help with turning the detailed questionnaire into the draft plan.

#### **Item 12 AOB**

Dates of meetings to be moved to end of month to accommodate deadlines for roundabout publication. 14<sup>th</sup> of month -for roundabout. Action - SB to publish brief notes from minutes for publication each month.

December – no meeting scheduled for December but a party and ? public open evening in the Crown and Cushion was suggested? For discussion at next meeting.

RG to ask for Reading rooms to be set up as parish council meetings – completed and rooms will be set up at next meeting.

**Reminder of next meetings Wednesday Oct 17<sup>th</sup> and Monday Nov 19<sup>th</sup> both 7pm Reading Rooms**