

Spixworth Neighbourhood Plan

Minutes of the Steering Group Meeting

Date: Thursday 14th December 2017
Time: 19:00 - 21:00
Location: Room 84, Spixworth Village Hall

Steering Group Members present:

Kate Brooks (KB)	Sue Holland (SH)	Shelley Rudling (SR)
Richard Brooks (RB)	Hilary Ing (HI)	
Paula Harkin-Perry (PHP)	Ron Ing (RI)	
Peter Holdroyd (PH)	Sally Lucas (SL)	

Supported by Karen Vincent and Shaun Vincent (SV)

Member of the public present:

John Bauer	Dick Brimble	Laura Knight
Vince Barrell	Mike Church	Trevor Machin

Action By:

1 Welcome & Introductions

Peter Holdroyd (PH), as Chairman, welcomed everyone to the second meeting of the Neighbourhood Plan Steering Group (NPSG) and invited all present to introduce themselves.

2 Apologies for absence

Apologies were received from Shelagh Cook, Lawrence Hill and Jack Sadler.

3 Declarations of interest

No interests were declared.

4 Minutes of Meeting 25th October 2017

Approved.

5 Matters Arising

Neighbourhood Area: Shaun Vincent (SV) confirmed that Broadland District Council (BDC) had approved the designation of the Spixworth Neighbourhood Area as the Spixworth civil parish boundary.

6 Sustainability Appraisal Terms of Reference (ToR)

The ToR for the SA, circulated prior to the meeting, was discussed. SV explained about the Sustainability Appraisal (SA) and the processes involved.

The ToR for the SA was noted.

7 Communication Strategy

The Communication Strategy, circulated prior to the meeting, was discussed.

Social media was identified as being important and was already included in the 'Action Plan'. Thought was to be given to how to develop Facebook and Twitter.

All

A webpage was to be added to the Spixworth Parish Council website for the Neighbourhood Plan. How access to the Parish Council website would be investigated.

SH / KV

8 Community Event – 11th November 2017

The community event on Saturday 11th November was successful, attended by approximately 60 local residents who shared their thoughts and views.

The outcomes of the event will be feedback at the next event and have been used to inform the suggested Vision and Objectives.

9 Vision and Objectives

The Setting a Vision & Objectives paper, circulated prior to the meeting, was discussed.

It is difficult to predict the future needs and Spixworth growths and evolves. PH shared that in the Domesday Book the village centred around the church and comprised of 10 men and 13 sheep.

The Group agreed to review the suggested Vision and Objectives while considering how the suggested Vision could be improved and what (if any) additional Objectives should be added. To be finalised and agreed at the next NPSG meeting.

All

10 Next Community Event – Saturday 24th February 2018

The event scheduled for the 24th February was discussed. SV explained the focus of the event will be a set of statements that will be designed to prompt those attending to agree or disagree with.

At the next NPSG meeting SV will be asking the Group to agree to the statements for the event.

All

A document containing the suggested statements for consideration will be issued prior to the next meeting.

SV

11 Next Meeting:

19:00 on Wednesday 31st January 2018

12 Any Other Business

There being no further business the meeting closed at 20:47.

Signed: _____ Date: _____

Name: _____