

South Wingfield Neighbourhood Plan

Steering Group Meeting

7.30pm on Tuesday 19 January 2016
Parish Room, South Wingfield

MINUTES

Present: Katherine Furby (Secretary), Joe Dugdale (RAD), Jane Roche (Chair), Philip Griffiths, Craig Walker, John Redhead, Cllr David Williams, Yvonne Billetop, Cllr Geoff Johnston, Julian Gawthorpe, Phillip Smith (Treasurer) and Daniel Kirkland (Website Developer), John Bettison (Crich Neighbourhood Plan Group) and Chris Collison (Crich Neighbourhood Plan Group)

1. Apologies for Absence

Cllr Valerie Thorpe, Cllr Joy Greenhalgh, Andie Smith, Rob Thompson, Chris Handforth, Geoff Brown

2. Variation on Order of Business

No variation

3. To Receive and Approve the Minutes of the Meeting held on 15th December 2015:

The Minutes were agreed and signed by the Chair as a true record of that meeting –
Resolved

4. Website Development – Daniel Kirkland

Daniel Kirkland attended the meeting to explain to the group the different options available for a website. The group explained they required the website to be viewable on mobile, desktop and tablet, it was also mentioned that broadband in the South Wingfield area is quite slow so this needs to be taken into account when creating the website. The website will be used to communicate with residents but also as the process continues it will be used for questionnaires and surveys. The website will need to provide google analytics for monthly statistics. Mr Kirkland advised he would take all the comments into consideration and provide a proposal prior to the February meeting.

Philip Smith is currently working on a logo and will circulate to group members for approval

5. Public Speaking

John and Chris - members of Crich Neighbourhood plan attended the meeting to answer questions and give advice on creating a Neighbourhood Plan. Crich are currently one year into creating their plan. They explained to the group how they have created a survey for residents to fill in and provided a copy of this for the group. Crich currently use survey monkey to carry out online questionnaires, the next stage in their plan is to analyse the results.

6. Banking – Update / Grant Application / Budget Planning

(a) The group have a current balance of £937.39 in the neighbourhood plan account.

(b) Grant Application – The next available funding will be available to apply for from March 2016. Clerk to look at other possible grants available such as Lotto Awards for All.

7. Vision Statement

To be discussed at the February meeting.

8. Project Plan

Joe Dugdale explained to the group where we are on the project plan, the group is currently at the evidence gathering stage of the plan. This requires an understanding of what is in the parish such as brown fields, green fields and heritage assets. Joe suggested the group look for areas that could be of scientific interest and gather information on nature conservations and reports on wildlife. The Neighbourhood Plan is about siting and designing things appropriately. Until the group has these type of facts a policy cannot be written.

Clerk to forward OCSI report to group members.

9. Communication Strategy

It was suggested that Craig Walker and Joy Greenhalgh would look at communications for the group.

10. AOB

None

11. Next Meeting – Tuesday 16th February 2016

7.30pm, Parish Room.