Warndon Parish Council Neighbourhood Plan Steering Group

Meeting: Tuesday 24th July 2018 7.30 pm at the Lyppard Hub

Present: Richard Fowler (chair), Andy Taylor, Katie Parsons, Mike O'Sullivan, Andy Roberts

Apologies: Caroline Ansell, Roger Harris, Paul Snookes, Dawn Merriman, Mick Wright

1 Minutes of the previous meeting.

Item 4: The 'responsibility' should have been A.T. rather than K.P. After amendment the minutes were accepted. There were no matters arising

2. Outstanding Items

Images are needed for the consultants. All were asked to contribute	**Action**: Richard to coordinate
Use of a drone is to be considered	**Action**: Katie and Richard to explore
Availability of GIS photograph to be sought	**Action**: Andy R to follow up

3. Questionnaire

Timeline	
Redraft of document to be done by mid-August	**Action**: Katie et al – to be shared with members on-line
Advice to be taken from consultants*	**Action:** Katie: including concerns about aims and objectives
Parish Council approval needed including authority for expenditure.	**Action:** Roger, Dawn and Andy T – to be done outside of the meetings cycle.
Sign-off of document by September	Dawn to be involved with the sign-off
Printing	
Parish Newsletter to refer to document	Early September
Delivery of questionnaire	Mid-September
Analysis of results	To be decided with consultants

4. Update on Parish Council (Andy T)

The PC is happy with the proposed timetable for the Newsletter and questionnaire.

5. Consultants (Green Space)

Consultants considered ! PS Planning ! Brodie Planning Associates ! Kirkwells	Richard and Andy T had met those who had tendered and their proposals had been made available to all members
Those present agreed on Brodie Planning Associates. Andy T reported that Roger and Paul had	**Action** To be appointed subject to PC funding approval.

already given their agreement.	
Brodie are to hold an open meeting in regard to Pebworth Neighbourhood Plan	**Action:** Richard and Andy T to attend.
*Liaison to be held with Brodie to discuss the questionnaire element of their proposals.	**Action** - Katie

6. Making Progress (for noting):

Green network	
! Parsonage Way – from the information provided by consultancy it is feasible for designation as a 'local green space'. ! The designation as an Asset of Community Value is more long-term. ! Could Chris Dobbs speak about green network?	**Action:** Andy R
Mapping Solutions.	
! Now accessible through the PC as membership of Ordinance Survey Mapping system. ! Parish On-line explored – too expensive. ! Access may be available through the city council through remote access . ! Magic Maps is a government backed mapping system that may be of value = may be too simplistic but to be considered.	Information for noting from Mike **Action:** AT to explore **Action:** AT to discuss with Maria

7. Any Other Business:

The Chairman thanked Andy Roberts for kindly acting as Secretary for the meeting.

8. Next meeting:

Tuesday 28th August 2018