

Silverton Parish Neighbourhood Plan

Minutes of meeting held on 29th July 2014

Present: Olivia, Jenny, Gill, Sally, Liz T, Janet, Prue, Richards, Liz G, Olive, Martin & Bill

Matters arising from last minutes: It had been omitted from the minutes that several of the committee had been concerned that they hadn't been informed that prior to the group being formed the Parish Council had agreed that land in Butterleigh Road was suitable for building. The members of the council commented that at that stage they had felt the need to agree to some land being used but as it had been turned down by MDDC several times before, thought it was less likely to be used than other sites which the Call for Land had identified.

1. Terms of Reference were discussed and agreed on. Martin will type them up.
2. Project Plan: Paul Weston had drawn up a project plan which was discussed. It was felt that his timescale was too long but that we would use it as a check list and to follow the basic stages in developing a neighbourhood plan.
 - Set up a neighbourhood planning group and have the plan area designated
 - Collect evidence about your area and gather local views about priority issues
 - Identify which issues you want to produce policies for
 - Write a draft neighbourhood plan for your area
 - Formally consult local residents and other interested parties with the draft.
3. Olivia will send out analysis once she has completed it, possibly Thursday or Friday,
4. Jenny will contact Nick Carnell for further information.
5. Bill agreed to take over Communication research from Olivia & Gill.
6. Committee members will try and have their research completed on each issue by the next meeting on Tuesday 26th August.
7. Budget: Jenny's budget figures were discussed and it was agreed that we would use Paul Weston for 10 days, with miscellaneous/ expenses accounting for £500. Money would also have to be put aside for possible venue costs.
8. Olive will design a poster to be displayed at the Street Market on the 2nd August. Gill will send a picture, Martin will get an A3 printed and laminated and will make an A4 sized one himself.