

WENHASTON WITH MELLS HAMLET.

NEIGHBOURHOOD PLAN CO-OPTED SUB GROUP.

Minutes of the Neighbourhood Plan Co-Opted Group meeting 7 held at 1.30 pm in the Star on Monday 18th January, 2016.

1. Sub group Attendees: J. Claxton (JCl), R. Claxton (RCI), P. Corbett (PCo), R. Day (RDa), L. Spindler (LSp). Apologies from B. Norrington (BNo), D. Corbett (DCo).
2. Minutes of meeting Dec 3rd 2015 approved
3. Matters arising from minutes not on the agenda.
4. Following on from discussions with Hilary Hanslip (HH), JCl reported that a Postcode check of questionnaire responses revealed that Narrow Way, Hall Road and The Street were possibly underrepresented in returns. Need to target these addresses in future surveys.

Business/Interested parties' survey response will be on line by March.

Consultation with Heather Phillips (HPh) will be typed out by JCl and a precis written by LSp.
Action M7/1

5. JCl has written an itemised summary document on the comments from the Questionnaire and Consultation. This together with the complete comments document will be emailed to RDa for circulation to Parish Council for discussion. Hard copy for HPh and Arthur Musk.

Action M7/2

6. Information from Village Appraisals 2000 gave similar responses to those from our own surveys, but with some issues already having been addressed (tennis courts, café etc) JCl has extracted pertinent information from the 2011 census regarding demographic, housing stock, occupations etc.

7. Training session for Character Assessment scheduled for January 28th, 7.00pm at the village hall (to be confirmed)

- a. RCI to construct PowerPoint slides using proforma notes etc. Assessment will be gone through section by section with opportunities for questions/discussion.

Action M7/3

- b. PCo to divide parish into assessment size chunks for distribution on the night via description and map. Sheet of listed buildings to be available for the session.

Action M7/4

- c. The arrangements for carrying out character assessment were discussed. The documents from each assessment area will form part of the appendix to the plan and the summary sections will be used to form an overview for inclusion in the body of the plan.

8. Date of next meeting. To be decided.

9. AOB.

P. Corbett

Need to co-ordinate with Adam East regarding Environmental Character assessment. Need to get Keith Murray on board for next meeting and training session.

10. Actions Summary

M7/1	Consultation with Heather Phillips (HPh) will be typed out by JCI and a precis written by LSp.	JCL, LSp
M7/2	JCI has written an itemised summary document on the comments from the Questionnaire and Consultation. This together with the complete comments document will be emailed to RDa for circulation to Parish Council for discussion. Hard copy for HPh and Arthur Musk	JCI
M7/3	RCI to construct PowerPoint slides using proforma notes etc. Assessment will be gone through section by section with opportunities for questions/discussion.	RCI
M7/4	PCo to divide parish into assessment size chunks for distribution on the night via description and map. Sheet of listed buildings to be available for the session.	PCo

P. Corbett