

## **Action Points from the NSCPC Neighbourhood Plan Steering Group Meeting on the 2<sup>nd</sup> of November 2022 at The Club Room, The Parish Hall.**

**Before the Meeting the following Agenda was set.**

- 1. Welcome and Apologies**
- 2. Notes of the last meeting**
- 3. Neighbourhood Forum organisation**
  - a. Venue(s)
  - b. Dates
  - c. Equipment and furniture
  - d. Refreshments
  - e. Publicity
- 4. Neighbourhood Forum**

Group members to complete the update on their work on key topic areas:-

- a. Local Economy-Jock
  - b. Open spaces and leisure-Peter
  - c. What is a Neighbourhood Plan?-Graeme and Roger
- 5. AOB**
  - 6. Date of Next Meeting:- 7th December 2022 Club Room Recreation Ground**

### **Welcome and apologies**

**Present-Graeme Barnell, Jock Campbell, Gail Meldrum, Tom Langdon-Davies, Mark Phillips  
Gina Quicke, Peter Hawksley, Roger Cashmore, Tom Dowle, Dave Rowell, and Marcus Iles**

**Apologies- Andrew Broadhead**

### **Notes of previous meetings**

**The Action Points from the previous Meeting on the 5<sup>th</sup> of October were agreed.**

### **Actions**

- 1. Graeme proposed that the Meeting be dedicated to the organisation of the Neighbourhood Forum and to concentrate on points a-e on the third item on the agenda.**

### a) Venues

Three venues were considered: the Parish Hall , the Church and the Recreation Ground-  
Parish Hall-Agreed

### b) Date

Discussion on possible dates for the Neighbourhood Forum relating to the deadline dates for the Newton Wonder and School Half Term dates the 11<sup>th</sup>-18<sup>th</sup> of February. Agreed as a Saturday. Proposed date the 25<sup>th</sup> of February. Graeme to liaise with Mary to book Parish Hall.

Agreed that the Forum start at 10am, be morning only followed by lunch.

### c) Equipment and furniture

Roger to liaise with Jane to secure data projector for the Forum and investigate use of Screen, microphone. To share update at next Meeting.

### d) Refreshments

Gina to investigate the options for food and refreshments. Possible contacts of Sonia Dixon and Jocelyn. To obtain quotes for approx. 50-100 people by next Meeting.

### e) Publicity

Peter to review opportunity to use Newton Wonder, Website, Facebook, and Instagram for promoting the Forum event. Peter requested confirmation of date, time, and overview of the Forum. Peter to ask Peter C for support to write copy. Peter confirmed that deadline for the December Newton Wonder would be the 24<sup>th</sup> of November. He can reserve space now for an article.

The Steering Group then discussed the options for a “Special Edition” of the Wonder to be distributed to every household in the area-approx. 420. The Wonder already reaches 75% of Villagers. Peter to confirm additional costs and viability to deliver to every household at next Meeting. Graeme also mentioned the possibility of communicating via the Parish Annual Report.

Jock to provide additional “copy” to aid Peter C and to compile article. This to be shared with all Steering Group Members by **Thursday the 10<sup>th</sup> of November for constructive feedback.**

Additionally, Marcus agreed to share a proposed Agenda and Timetable for the Forum to show breakout sessions etc and possible ideas for gleaning feedback from the Event. This be communicated with The Steering Group Members by **Thursday the 10<sup>th</sup> of November for constructive feedback.**

## **Other items discussed**

- 1) The need for “Two Separate” Events was agreed to enable engagement with Newton St. Cyres Primary School. We want to engage with children and parents to seek feedback on the vision and participation at the Forum event. Roger to liaise with the Head and Jackie Chair of Governors through Jane Hole to seek the best means of approach. Gail to talk with the school PTA (FANS) to gain their engagement to the vision for the village. Gail and Roger to ensure joined up approach between themselves, FANS and School itself.**
- 2) The Steering Group revisited the previous concern that the topics are being set by the Steering Group not the Villagers. The need to be clear as to what we want to achieve from the Neighbourhood Forum and the need to focus on the vision for the village in 10- and 20-years’ time. What do people like about the Village now, what do they want to change, why should they attend the Forum. The benefits to them. (This led to Jock agreeing add these ideas into the overview for the publicity). See previous actions. At the December Meeting it was agreed to review this to confirm everyone clear on the objectives of the Forum event and the communication messages.**
- 3) The issue of how the Steering Group engages with Villages unable or who do not wish to attend the Forum Event. How can we demonstrate to Planners that we have tried to consult and seek all views?**

**The next Meeting is the 7<sup>th</sup> of December at the Club Room at the Recreation Ground.**

**Graeme offered to share a paper copy of the current adopted Local Plan so Steering Group Members can see the result of the process. Please contact Graeme to view.**

**Marcus Iles**