Seend Parish Neighbourhood Plan Steering Group.

MINUTES: Meeting 25.01.2018 Community Centre upper room.

Attended by : Georgina A’Bear Chair GA), Kevin Rigg (KR), Aldetha Raymond (AR),Carola Thorpe (CT) Peter Newsom (PN), Sarah Chard (SC), Carole Vince(CV),Darren Nichols (DN) Pamela Akerman (PA)

No apologies

1 Member of the public.

2 Declaration of interest: None

3 Constitution: CT had updated the constitution which was circulated to members prior to this meeting. The amended version was adopted unanimously. Proposed KR Seconded CT

GA has created a list of members of the SPNPSG, past and present, and this will be placed on our web site.

4 Previous minutes 30.11.2017 Approved.

5. Matters arising:

a,Business card is an ongoing project. SC to explore selection of photographs to be used.

b, Consultant’s Report awaited form Place PA said she felt the meeting with Place made a positive impression. They have made progress, with Stage 1a being almost complete. 1b was the workshop , 2a project planning, task breakdown and examining the evidence. 2b website review.

Place wish to coordinate payments from the PC bi-monthly. There was a discussion relating to funding; the grant was received and is currently in PC account and should be sufficient to fund projected activities to the end of this financial year, when the new window for applying for further grants is open it was agreed that is the time to apply again.

Place suggested links to other NP where they are linked to policy. There was discussion about vision and objectives being criteria based and embedded within the plan and how a Community Land Trust affects the NP. There was general agreement that clarity and certainty are important elements to secure community support.

c, Vision and Objectives. CT has drafted a version of these and circulated them. she suggested members each have a try at producing their own versions, which may generate useful discussion.

GA suggests we wait for the draft template.

6 Emails

GA discovered an unanswered emails. An architect’s query relating to a local business who was keen to engage with the Parish. SC will continue to review the emails.

There was a discussion about our Facebook page, could this be edited and removed as a platform, it has never been used. GA will see S Vaux to find out how to achieve this.

Website media profile

AR has looked at the current website and described some of its difficulties, such as site navigation.. She suggested a software provider such as [one.com](http://one.com) may be a more user friendly option. She explained that it has 3 pages free, the length of a page is infinite, and navigation more intuitive.

The domain has one year to run. AR and SC agreed to collaborate to migrate the site.

GA requested that the current emerging plan be removed. The more section requires editing.

Keeping key dates, meetings, minutes, constitution to be updated, action plan. images reviewed,

public consultation, landscape and build environment, modern and historical architecture.

Remove work in progress.

Provide a link to Spotlight, rather than include each magazine.

Front page needs editing.

AR. and SC. will work towards this and present to next meeting. It is hoped to make the site compatible with mobiles and tablets.

7. Spotlight:

Local green spaces, a request for parishioners to nominate suitable places which meet the criteria.

Tree planting, to make a request for any landowners with suitable land to come forward.

8 Finance;

Grant funding is now received and held by PC.£1700.00

Invoices approved

Expenses have been minimal.

A finance sub committee to be set up, SC, GA, DN,CT & CV. to review invoices.

Action Plan Review:

GA has sent updated one to DN and PN

This will be revised once the project plan is received.

Frequency of meetings:

More frequent meetings will be required to action the tasks identified by the report from Place.

Proposed dates:

Feb 8th at Beech House

March 8th

April 12th.

The meeting concluded at 9.10 pm.

Next public committee meeting Feb 22nd Irene Usher Memorial Hall.