

Woore Parish Neighbourhood Planning Team Meeting

Monday 4th April 2016 in the Victory Hall

Present: Cllr Malcolm Blake (PC Vice-Chairman), Cllr Althea Allison, Cllr Stephen Clifford, Cllr Mike Cowey, Jon Furber, Chris Jeffries, Mandy Jones, Alan Melvin,, Katharine Shaw, Ann Thompson, Jeff West, Nicola Fisher (Shropshire Council), Paul Lawler, Murray Brunt, John Erskine, Tina Erskine, Anna France

Apologies: Cllr Mike Moore (PC Chairman),Chris Barker, Josephine Scoble, Tom Hunt , Naomi Jones

1. Selection of Chairman, Secretary & Treasurer

It was agreed that the posts could be divided. Katharine Shaw would complete the minutes of meetings, Jeff West was voted unanimously as Chairman while John Furber and Tina Erskine will share the vice chair role. A treasurer was not appointed at this stage. The parish council agreed to apply for the necessary funding from Locality.

2. Project Plan Team

Initially a small team of 4/5 will lead the plan and meet regular, all findings/actions will be presented at the steering group meetings. The group will consist of Jeff West, Tina Erskine, John Furber, Katharine Shaw and Malcolm Blake. A date for the first meeting has to be confirmed. It was agreed that the meeting was to establish skill sets, identify key stages, what resource is required, time-scales.

3. Discussion points

- ✧ Nicola advised that we look at Hereford Council neighbourhood plan, this would be a good starting point.
- ✧ Nicola to e-mail the group the village Census the information on the Census will help when collating information for the questionnaire
- ✧ Nicola stressed how important it is to ensure all the village/parish is aware of what we are doing (design logos, literature etc.) and why we are completing the plan, it is vital to include as many village people as possible. The project team will discuss this in length at the next meeting.
- ✧ Whenever possible it would be useful to invite representatives from neighbouring parishes that are working on their neighbourhood plan
- ✧ We discussed the most efficient way of distributing and collating the information for the questionnaire, once again we will discuss this at the project team meetings and report back to the steering group
- ✧ Mandy Jones came up with a great idea of using the skills of young village people to promote the plan. For example creating a short film, social media i.e. face book. Look at having a junior steering group this will help in gaining feedback from the youth of The village and what they want from the plan. Ideas to encourage youngsters to join the team could be hold a barbecue at the tennis/cricket club, function in the village hall.

- ✦ Ann Thompson is a member of the WI and would like to be involved in tasks within the plan

WE ARE ONE COMMUNITY

4. Date of next meeting

It was agreed the next Steering Group meeting to be held at 7.30 pm on Wednesday 20th April 2016 in the Victory Hall. The project team to arrange a meeting prior to the 20th April

- Actions:**
- Mike Moore to create a group e-mail for the small project plan team
 - Malcolm Blake to book next meeting with Victory Hall, and arrange access.
 - All to discuss their skill sets that will help with the plan
 - Parish Council to apply for grant from Locality
 - Nicola to e-mail village census to group