

Minutes of the meeting of the Taverham Neighbourhood Plan Steering Committee, held on Tuesday 5th June 2018

Welcome, Introductions and Apologies

Present: Chris Wilson-Town (CWT) Brenda Clarke (BC) Janice Whiting (JW) Glenis Langley (GL) Iain Husband (IH) and John Pennells (JP)

Apologies had been received from Roger Morriss, Margaret Garwood, Dave Wilson and Judy Tyler

Mr. Johnathan Cox (JC) also attended. He had shown an interest in joining the committee, and had been asked to help with the website. JC is also a Parish Councillor and it was agreed by members present that they would like him to take up the vacant Parish Councillor position on the committee. JC confirmed his acceptance.

BC to send necessary paperwork to him as soon as possible.

A special welcome was given to Mr. Brian Smith. Mr. Smith had also shown an interest in coming along to see what happens at our meetings.

Introductions were made and CWT gave a general update for the benefit of Mr. Smith and JC

Declarations of Interests

There were none

Appointment of Chair and Minute Taker for this meeting

BC proposed that CWT take the Chair for the meeting. All in agreement. Accepted.

CWT proposed that BC be Minute Taker for the meeting. All in agreement.

Accepted.

Minutes of the meeting on 23.5.18 and matters arising

Minutes were agreed and signed.

Matters arising – BC enquired if the group would like her to write to Susie Elmes to thank her for all the hard work she has done for the group. Agreed.

JW enquired if we had confirmation that Margaret Garwood was definitely coming back. BC advised Margaret was coming back on the committee, but would no longer be Website Chair, but would assist if required. IH advised he has contacted Margaret and they are meeting next week to discuss the website and the way forward

The Consultants documentation had not been sent out by the Parish Clerk as it was felt there were so many people not attending this meeting, it would be easier to do this when more people were at a meeting to discuss and question anything about the paperwork. By the time we next meet, all members of the group will have received the necessary paperwork to consider, and be ready for a full discussion.

BC advised she had contacted the Clerk to the Parish Council, requesting money be set aside by them, for the relevant photocopies discussed at the last meeting. The sum of £25 was asked for.

As agreed BC had contacted the EY providers in the area, but to date, no responses had been forthcoming.

Preparing for Taverham Fayre – and any additional resources needed

CWT had received a box of things from Susie Elmes and with what there was in the box, and various donations made it was felt no other resources were needed. JW suggested a way of getting adults and children to visit the stall. She suggested a small raffle, with each person, filling in a form, or putting dots on our boards etc. having a raffle ticket and at the end of the day 2 prizes given out to those picked out (adult and child prize) BC to request from Parish Council the sum of £15 to cover this.

Raffle tickets and prizes also lollipops for children, could be bought locally, and a receipt handed in to the RFO at the Council offices.

New names added to rota to help out. IH to contact scouts to see if there are tables which can be borrowed on the day. GL to contact Susie Elmes to make sure she has not sorted out them already, by borrowing them from the church.

Confirmation is needed that Judy has a gazebo. It was believed she used hers last year.

BC still has the big map which she uses when visiting children's groups. BC to give to JW well in advance of the day. JW will clean it up, as it has become very sticky when various dots have been peeled off. JC queried why some of our maps were not 'high resolution'. JW explained problems with getting the maps in the first place.

Financial update

CWT advised not a lot had changed since last time. As at 31st May £12,947.29 in hand.

The group has spent just over £500 in the new financial year of which £220 was for support given by Rachel Leggett. Susie Elmes has recently handed in a receipt for £49 from Hinks Meadow and TVH Consultation days (refreshments).

CWT advised of grant application which needs to be made and also what is needed regarding projected costs.

Obviously Consultants fees will come from grant money.

Interim Analysis of Consultation responses

CWT had sent an email to everyone, showing his analysis. He was thanked by the committee for all his hard work.

CWT advised 4 items had come to light, and mentioned at Consultation Days.

They are not in this groups remit but they will be used for the evidence we are obtaining, which is very important.

- a) The NDR
- b) Bus Services
- c) Doctors
- d) Infrastructure

It was very interesting that not much was said about schools. This may be because the age group which we are looking for, (parents of younger school children) did not attend our presentations.

The notes emailed by CWT to the committee regarding the interim analysis will be attached to these minutes when filed for easy reference to the matters noted below.

Discussion point 1

Where do the last 2 aspects belong?

Groups to join – All agreed Range of Facilities

Friendly- All agreed Strong Community spirit

Discussion point 2

Parking on Pavements. All agreed Transport and Access

Choice of pub etc. All agreed Business and Employment

Cycleways and safe routes. All agreed it definitely fits into both categories. More discussion need on this one.

Now the group needs to develop objectives.

CWT is hoping to get some more details for discussion sorted before the next meeting

Other Consultation Activities

Taverham Fayre is the next one and Mr. Smith suggested that the analysis could be put alongside the ones we already have to stop CWT having to go through and alter the present figures.

GL advised of some businesses she had visited. Still question of data protection. BC to contact Margaret Garwood to ask if she had been in touch with Langley School so there was no duplication on visits.

It was felt any other evidence, or even visits could be left until September now, as this is such a busy time for everyone.

Website to be checked as all businesses listed in the parish. Again data protection query.

Additional Meeting on 19th June, primarily to discuss Consultants paperwork

CWT gave his apologies as he is unable to make this meeting

Mr. Smith was asked how he felt the meeting went, and was asked if he would like to join. He replied that he did not think, he would be able to make all of the meeting on the 19th June. He would keep his options open at the moment.

The meeting closed at 9.15pm

The next full meeting after 19th June will be on Tuesday 3rd July at 7.30pm.

Please note, unless otherwise advised, all of our meetings will be in Suite 1 at TVH.