

MINUTES OF THE NEIGHBOURHOOD PLAN STEERING GROUP MEETING

SMALL HALL, MONDAY, 9 July 2018

PRESENT: Stuart Thomson, Vivien Riddle Eric Benton, Linda Hiscott, , Caroline Brady-Watts, Paul Buckley, Mark BrooksMary KoukkoullisChris Ashby,Jerry Parker

APOLOGIES: , Hilary Ashby Avril Moon.

- 1 Minutes of the last meeting were approved. Copies of the minutes to be sent to the Parish Council.
Action PB
Noted that Stuart would work with Viv and Caroline on events
- 2 Securing Planning Advice
Eric had contacted both Bromham and Thurleigh PC's and written to the person who had provided those councils with advice. He had not yet received a response. Eric would pursue
Action EB
- 3 Contact information
Mark has a memory stick with all the contact details on it from the open day. He suggested the best way of dealing with this is to upload the content to a proper e-mail marketing platform so we can send an initial test e-mail out to see who wants to remain on the list and also delete any corrupted addresses.

There are any number of companies that do this, He will raise this with the PC who are also looking at this and it would seem sensible to add the NPSG to the PC preferred company. Using the system would enable the SG to email all interested parties whenever necessary.

These systems are GDPR compliant.
This was considered very helpful and Mark asked to report back after the next PC meeting.
Action MB

Viv still has the book from the open day. This needs to be kept securely to comply with DP
Action VR
- 4 Project Plan
Linda had updated the timescale with the exception of the date of the meeting with Planning Officers which she would research.
Action LH

The SG is now ready to start to identify “champions” of the community groups listed in the Communication Strategy.

Each group would have an allocated member of the NPSG who would try to arrange a meeting and address the community group on the need for a Neighbourhood Plan, the action currently underway and the importance of community involvement. A champion /leader of the group would be identified who could be informed of progress and would hopefully then regularly update the group.

Action ALL

Important that all members of the SG had a clear understanding of the message to be delivered and maintained consistency.

The Groups were allocated as follows

Football Club	Eric
Local Business	Mark/Paul
3 Churches	Viv
Briar Bank	Mark
Neighbourhood Watch	Eric
Art Club	Mary
PTA/School	Linda
Playgroup Toddlers	Linda
W Players	Eric
Bowls Club	David
Village hall	Paul
Jubilee Centre	Eric
Footpaths	Nigel
Garden Club	Mary
Mothers Union	Viv
Scouts etc	Viv
Good Neighbours	Paul
Alpine Society	Paul
Allotment Society	Stuart
Netball Club	Eric

Linda would draft an initial letter which would set out the reasons for making contact and would form the basis for everyone. This will be considered at the next meeting after which individual meetings can be arranged. Mark and Paul would set up a meeting with local businesses once all identified and to which all could come to hear the presentation.

Action All

5 Date of the next meeting 6 August 7.30

Meeting closed at 08.30

Signed.....

6 August 2018

Linda Hiscott, Chair