

STOKE GABRIEL NEIGHBOURHOOD PLAN

STEERING GROUP

DRAFT MINUTES OF THE MEETING HELD AT THE VILLAGE HALL, STOKE GABRIEL, 7:00pm WEDNESDAY

20th July 2016

In Attendance: Paul Bedford (SGp) - Chairman, Peter Fenwick - (Cllr) , David Watts, Nick Chisholm-Batten (SGp) and Mike Webster (SGp)

Agenda Item 1 – Apologies

Cathy Mittler (SGp), Tony Rowe (SGp), Richard Harris (Cllr), John Robinson, Alex Stewart-Bam and Robert Stewart-Bam.

Agenda Item 2 – Minutes of the last meeting 22nd June 2016

The minutes were confirmed as accurate.

Agenda Item 3 – Matters Arising

The following actions are outstanding:-

- AP1. RH to propose simpler version of project plan.*
- AP2. PB to analyse samples from School project returns to see what key objectives have been identified and to scan and provide feedback to Steering Group.*
- AP3. Working Group on feedback event content failed to meet due to heavy diary commitments – PF/ PB to meet and make initial proposal to run by RH*
- AP4. JR to check to see if monthly monitoring reports are required by Locality –also check to see if we can have an overlap of grant applications*
- AP5. Constitution and terms of reference sent to Locality need to be on agenda for next meeting for formal approval –PF*

AP6. CM to provide questions that we should expect from the public.

Agenda Item 4 - Project Plan Update

- (availability of simplified plan) –Richard Harris. – still outstanding covered by AP1.

Detailed Project sheet is being maintained as a monitor of progress/ expenditure against grants and other funding.

Agenda Item 5 - Update on School Project

Still awaiting PB feedback. – AP2 above.

Agenda Item 6 – Survey (Questionnaire)- Status and Data Analysis

PF - The surveys were sent out to all households in the Parish together with businesses and organisations identified with the help of South Hams DC. The return date was extended to 19 July 2016. Results have been extremely encouraging:-

- Approx 100 online
- Approx 125 by return post
- Aprox 70 at Stoke Gabriel Stores
- None at the primary school

It is expected that the final count will be in excess of 300. There have been many compliments about the content and professionalism of the survey. 2 problems were reported with the ‘Survey Monkey’ approach , which were resolved. Additionally there was a comment/observation relating to the mechanics of ‘Survey Monkey’ approach. Only 2 dissenting comments had been received.

Howard Rawlins has arranged data entry for the hard copies on to 'Survey Monkey'. This enables easy analysis of results. The cost will be covered by the budget.

AP7. PF/ NCB to meet to generate initial interrogation questions.

Agenda Item 7 - 19th July Meeting of South Hams District Council on the Joint Local Plan

– feedback.

PF,CM,NCB attended this meeting. The JLP covers Plymouth, West Devon, and South Hams District Councils. Ross Kennerly of SHDC presented. It seems that ,Villages will have to come upwith 700 dwellings between April 2014 and 2034. The initial approach will be to have Neighbourhood Plan Groups come up with the allocations. There is a meeting with Neighbourhood Plan groups on 28th July to explore further. PB, NCb to attend.

Agenda Item 8- Feedback Event – Structure & Displays, preparation. - Village Hall, Saturday 24 September 2016. Village hall booked and display boards reserved from SHDC.

AP8 .PB/PF to mee:- Aim is to agree and action those items which can be completed prior to the analysis of the survey results and agree with RH

Agenda Item 9 – Funding Update & Grant Application

See AP 4 above. Monthly update being provided.

Agenda Item 10- Any Other Business.

None.

1. Meeting Closed . Next Meeting; Wednesday 17th August 2016