



Minutes of Steering Group Meeting – NDP
Monday 4th July 2016, 7.30pm
St Peter's Hall

In attendance:

Rob Hunter	Richard Gardiner	Paul Plowman
Roger Townend	David Smith	Keith Hardie
Sarah Beggs	Rachel Underwood	Steve George

Apologies: Peter & Barbara Gratton, Brian Roe.

1. Update on Application for Funding

The initial application has been completed and submitted to Herefordshire Council (“HC”). We are now waiting to hear from them with their approval. This should be within the next week. **KH** will then send us a copy of the application form as submitted and the accompanying project plan (which has been amended). Funding should come through about 20 days after HC give us their approval.

2. Preparations for Village Fete Stand

The fete sub-committee met last Friday to plan the fete. We will have 2 of the village gazebos and have asked Harry if we can be sited in the middle of the run of stalls, facing the A49. We are borrowing display boards from the church (**BG** is organising these) and **SB** will see if we can borrow 3 of the church tables and 3 chairs. **Data Orchard (“DO”)** is sourcing a large laminated map of the Parish for us. We discussed the benefit of buying a banner for the gazebo, but due to the difficulty of attaching this and the possibility that it might not be very visible if situated inside the gazebo, it was agreed that we would leave this and possibly get one for our subsequent public consultations. Instead, we will place flyers in the tea and beer tents advertising our stand so that everyone is aware of it.

RU then produced a slideshow of the draft signs for the display boards and will email these to **everyone** for comments. Comments should be sent to RU by the end of this week so that **SG** can laminate the signs next week. Some initial thoughts were that we ought to refer to the Parish rather than the village and that we ought to flag up issues with the A49 and the high water table. **SB** will draw up a rota for the fete so that at least 2 people are manning it at a time.

3. Draft Vision & Objectives

DO have sent us some samples to consider, but it was decided that we would not prepare a draft to display at the fete, but would keep our initial display as open as possible and wait until we have some feedback from the Parish before preparing a first draft. KH has prepared a draft to support our application for funding, but this is quite generalised, so we will look at this again at a later stage.

4. Available Evidence from Local Plan / Census / HC

DO have sent us a link to the 2011 census which contains some interesting information about the Parish. However, we will look at this again at a later stage.

5. AOB

- A) Bridstow are holding a public meeting about their NDP from 6-8pm on Friday 8th July and from 10-12am on Saturday 9th July if anyone is interested in attending.

- B) We discussed if there was any way we could find out which households in the Parish have children over 16 who are not yet on the electoral register, apart from asking each household when we deliver the questionnaires. **SB** has been given some suggested contacts from HC which she will pursue and **RT** will ask the chairman of the Parish Council who has a young daughter whether she knows of any 16 and 17 year olds living in the Parish.

- C) At the next meeting we will discuss the results from the fete, our draft vision and objectives and what questions we might want to include in our questionnaire.

Due to holidays, the next meeting will take place on the slightly later date of **Monday 8th August** at 7.30pm in St Peter's Hall, Peterstow.

There being no other business, the meeting closed at 8.20pm.