

## **HARGRAVE NEIGHBOURHOOD PLAN (HNP) STEERING GROUP**

**Minutes of the meeting held on 11<sup>th</sup> August 2020 at 18.30 via Zoom**

**PRESENT:** Janice Brotherton (JB), Jonathan Gunthorpe (JG), Maggie Priest (MP), Martyn Leonard (ML), Nick Pollard (NP – Chair), Ros Sheppard (RS)

**APOLOGIES:** John Brotherton, Savitri Pollard, Duncan Farrington

**MINUTES** The minutes of the last meeting were accepted as a true record.

### **1.Value of HNP in view of new Government White Paper on planning**

JB had raised this issue and JG went on to get some advice on the subject. It was agreed that the HNP would be even more important in the event that the law was changed giving local councils less authority. In any event it would be years before any changes in the law would be implemented.

### **2.Funding**

JG reported that we would shortly be receiving the £9,684 that we had asked for. No expenses should be incurred prior to the receipt of this money. We would need to keep all receipts and provide a report on how the money had been spent at the end of the process. He had also discovered that there was a possibility of applying for a 'Technical Grant' which may prove useful later in the process.

### **3.Appointment of Consultant**

ML reported that, of the four consultants contacted, the two who had expressed an interest came with excellent references. They would both charge in the region of £500 per day. ML would contact them to invite them for an interview with himself and JB. Prior to that they would be given copies of our survey results and draft policy document for their comments.

### **4. Draft Policy Document**

NP will produce a precis of this document to be posted on the PC website and displayed at the consultation event on 5<sup>th</sup> September 2020 alongside the complete document.

### **5.Consultation Event at Bottom Farm on Saturday 5<sup>th</sup> September at 2 pm**

- **NP** to give a short introductory talk at the start of the event.
- **JB** to organise the 'welcome' table with hand sanitizer, pen on string, single use masks and book for 'track and trace' details of every attendee. Headings in the book to be: name, address, tel.no., email address and permission to contact them via email re HNP.
- **MP** to liaise with Village Hall Management Committee with a view to borrowing some of their tables. These would be sanitised both before and after the event.
- **RS** to get the Draft Policy Document printed on A3 paper for display. Also to make arrows to indicate direction people should walk around the exhibits and of 2m separation.
- **JG** to arrange for loan of display boards from Stanwick if possible.

## **6.Publicity for consultation event on 5<sup>th</sup> September**

The notices on the village noticeboard, on the website NextDoor, via an email message if possible and in the village newsletter should include the following: Need to wear masks, use hand sanitiser and stay 2m apart.

## **7.Feedback from the event on 5<sup>th</sup> September**

A form should be devised with the headings from the Draft Policy Documents with the question “Does this faithfully reflect the results of the village survey?” and the request for improvements the respondent would suggest. The form should be returned by 18<sup>th</sup> September.

These forms would be printed and available at the event with the dustbin available for their deposit. The bin would later be moved to the Village Hall for other responses (there would be a gap of 3 days once the bin was removed before the contents were retrieved to comply with Covid-19 regulations”). The form would also be made available via NextDoor with the responses sent electronically to RS and recorded by her.

There would be a further request for responses after 19<sup>th</sup> September.

## **8.Call for Sites**

NP emphasised that it was common practice for such a call to be made as part of a Neighbourhood Plan and without it the HNP would be diminished. The Call for Sites would also add to the openness and transparency of the process. It was unanimously agreed that this should be part of the event on 5<sup>th</sup> September.

- a) Landowners would be given the opportunity to declare an interest in developing a piece of land in the village
- b) Hargrave residents would be given the opportunity to comment

Both a) and b) would be included in the NP. Should there be any responses that didn't agree with the survey results our Consultant would be asked for his advice. NP will draft the document. Responses from landowners will be required within 6 weeks of 5<sup>th</sup> September with a month given for residents' responses.

The meeting closed at 1945.