

Minutes of meeting of Whitchurch Village Plan Steering Group

Tuesday 21st May 2019

Present: - , Charlotte Lincoln, Judith Foster, Karen Smethurst, Mel Perry ,Keith Armour, Helen Armour, Jane Holliday, Matthew Smethurst, John Southwood, Diane Cox

Apologies; - Gordon Pell, Lucy Tallyn

Resignation; - Mary Berrington tendered her resignation as she was unable to attend meetings on a regular basis but offered her full support and assistance in the future.

1. Welcome

Charlotte Lincoln accepted apologies and welcomed everyone to the meeting.

2. Minutes of previous meeting and matters arising

The minutes from the previous meeting were approved as a true record and it was agreed all actions had been undertaken and there were no outstanding matters arising.

3. Communications

A. Communications received:

None

B. Village Information Document and Questionnaire.

All members had uploaded the paper questionnaires on to the Google survey site. Jeremy and Charlotte had prepared some initial data which was distributed to members. This was in 2 parts, online and paper questionnaire responses.

78% of respondents confirmed they wanted both a Neighbourhood Plan and a Community Plan.

Further respondents wanted either a Neighbourhood Plan or a Community Plan.

Total figures for a Neighbourhood Plan and a Community Plan will be assessed in due course

The 227 responses represent approx 30% return on the number of residents on the electoral roll of 754.

IT was agreed that we would also analyse the responses from the number of houses as many residents replied on behalf of the whole household and provide this figure as well to the Parish Council.

The initial analysis of the postcode data suggested residents in all the village postcodes had responded.

The recommendation of the committee to the PC is that there is sufficient support in the village to produce a Neighbourhood Plan and a Community Plan.

A brief discussion about the top 10 concerns outlined by villagers, being mainly housing development and traffic issues supported the need for a Neighbourhood Plan and a Community Plan.

Jeremy agreed to advise the PC that the Steering group was ready to present the data to the PC at their July meeting. He would also advise members that the Steering group wanted to provide paper copies via the Clerk prior to the meeting and would propose to make a presentation on the night to support the data. He will check that the PC are happy with this and advise members if the PC require a different format to the reporting.

Charlotte agreed to amalgamate the data and circulate to members.

Members were asked to assist with preparing a report. It was agreed that Diane, Jane, Helen, Keith, Charlotte, Matthew and Karen would meet on Monday 24th June to produce a draft report. This will then be circulated to other members for approval.

C. Public Website:

No update

D. Communications planning:

Charlotte agreed to put an advert in the Whitchurch News, July edition, to thank villagers for responding to the questionnaire and advise that the results will be published in due course.

John Southwood asked that the group respond to those who had indicated on the questionnaire that they would like to be involved, to thank them and let them know we would be in touch once a way forward was agreed.

4. Update from the PC – none

5. Guests – none

6. Finance There has been no income or expenditure.

7. Funding Group Update – Karen agreed to contact BCC in regard to funding options so that they can be presented to the PC at the August meeting ,if approval is given by the PC to produce a Neighbourhood Plan.

8. Any other Business – Mel reminded members that the Neighbourhood watch committee were holding a meeting at The White Swan on Monday 10th June in regard to traffic and speeding.

The meeting closed at 9.10pm

Next Meeting:

To be agreed