

Stoke Golding Neighbourhood Development Plan Advisory Committee

Draft Minutes of the meeting held on 23rd November 2015 in St. Margaret's School

	<p>Chairperson Roy Mitchell welcomed everyone attending the meeting of the Stoke Golding Neighbourhood Development Plan Advisory Committee (SGNDPAC).</p> <p>Committee members present: - William Alston, Stewart Anderson, Sarah Beale, Glynn Chapman, Jim Hope, Steve Martin and Ella Orr.</p> <p>Apologies: Helen Shipton and Rachel Terheege.</p> <p>Minuted by Diane Sinclair (DS)</p>	Tasks allocated
1.	All committee members introduced themselves and gave a short biography.	
2.	Jim Hope issued a handout 'Neighbourhood Development Plan Explained'.	
3.	<p>Minutes of Previous Meetings</p> <p>Minutes of the 3 previous meetings of Neighbourhood Development Plan Advisory Committee (NDPAC) and an ad hoc meeting held on 1st November 2015 were approved and ratified.</p>	
4.	<p>Reports from Committee Members.</p> <p>Sarah Beale attended a course on Data Protection.</p> <p>Ella Orr reported that information cards and posters had been distributed, informing residents of the meeting. Further information was available via The Stoker, the Facebook Page and The Stoke Golding and Dadlington website (Virtual Briefcase).</p> <p>Jim Hope reported that information would be distributed in as many different formats as possible to ensure residents were kept informed. With regard to data protection, for the email database an 'opt out' method would be issued to allow those who wished to be deleted from the database</p>	
5.	<p>Boundary Options.</p> <p>Steve Martin gave a presentation on options for the boundary of the Stoke Golding Neighbourhood Development Plan (SGNDP). He explained that because the options were within Higham Parish it would be best to agree the SGNP Boundary with Higham PC. After discussions, involving all present, It was proposed and agreed that RM would meet and discuss the options with Higham PC. and seek agreement on a defined boundary.</p>	Roy Mitchell to negotiate boundary with Higham PC
6.	<p>Selection of Consultants</p> <p>Glynn Chapman gave a presentation on sourcing and selecting consultancy support. After discussion and a show of hands by all present, it was proposed and agreed that the selection would be for one consultant to support the Advisory committee for the whole process.</p>	Glyn Chapman
7.	<p>Project Plan</p> <p>William Alston presented a project plan, explaining the process of the development of the plan, which is currently estimated to extend through to 2017.</p>	
8.	<p>Dates for future meetings.</p> <p>The dates for the Advisory Committee meetings in 2016 were agreed and ratified.</p>	
9.	<p>AOB</p> <p>Production and cost of information cards and posters was discussed and it was agreed to only plan the next 3 in advance, depending on the agenda of the meeting and the importance of the items to be discussed.</p>	
10.	<p>Present</p> <p>A number of residents were in attendance (approx 30)</p>	.
11.	Next Meeting will take place on 20th January at 7.00pm in the Methodist Hall	
12.	The meeting closed at 8.45pm and refreshments were served.	