

Eccleshall Parish Neighbourhood Plan Group

July 11th, 2013 – Eccleshall Community Centre 2pm.

Present were:-

David Pimble	Gordon Dale	Barry Apps	Brian Mason
Peter Thompson	Cheryl Hyland	Keith Weston	Bob Osbourne
John Leather	Ms Raj Bains – Neighbourhood Planning Officer SBC		
Christine Heelis			

Apologies:- were received from, Paul Snape, Sue Sanders, Ron Maxwell, John Baldry, Peter Bertram and Luke Serjeant

Mr Pimble welcomed everyone to the meeting and introduced Raj Bains, the newly appointed Neighbourhood Planning Officer with Stafford Borough Council.

It was noted that the application for grant support had been successful in obtaining £1398.00 toward the development of a plan and associated costs, together with direct support over nine months to help to convert the vision for the Parish into effective Planning Policies. It was noted that funding had **not** been received towards the costs of secretarial support provided by the Mrs Heelis. Mrs Heelis indicated that Mr Bob Keith had been assigned to work with the group but no contact had been made to date – 14 workings days after notification had been received.

Ms Bains explained that she had extensive experience in working with communities and hoped to work with local groups across Stafford to explain the Neighbourhood Plan process and the tasks involved to produce realistic plans.

Designation:- Ms Bains indicated that the application had been discussed by the cabinet on July 4th, 2013 and was now subject to a 14 day call in period. The status of the designated area application would be confirmed in due course.

Ms Bains referred to the Stafford Area Committee Support Group, which had met on one occasion and hoped to meet again shortly to share information and move onto the next stage of the process with direction from Ms Bains.

Questionnaire – Mrs Heelis reported that 150 forms had been returned to date. Mr Apps had attended the Croxton Well Dressing and distributed forms and Mr Osbourne intended to go house to house in Croxton in the near future. It was agreed that the forms would be divided into 5 lots between Mrs Hyland, Mr Thompson, Mr Apps, Mr Osbourne and Mr Weston for analysis. Mr Thompson agreed to devise and circulate a form to assist with the analysis to ensure that the comments were collated uniformly.

As had been mentioned at the meeting in May, it was anticipated that once the main issues had been extracted from the returned questionnaires a more detailed document would be prepared for distribution in September. Mrs Heelis indicated that the main themes emerging to date were Housing, Transport, Environment, including lack of play equipment and recreational facilities and Traffic / Parking.

Ms Bains had a few examples of questionnaires used by other groups and agreed to email these to Mrs Heelis for circulation. Ms Bains would also be able to assist with compiling the evidence base and providing data, socio economic history, national regulations and areas to be preserved. Other useful information would include the Housing Needs Survey and details of the Conservation Area, which was currently under review. Evidence of achievements to date by the local community with regard to the preservation and promotion of Eccleshall could also be used.

The next steps would be to prepare and carry out a robust community engagement plan, which would involve local groups, schools, doctors, dentists, businesses etc. A display board had been purchased with the grant received from the Community Development Foundation and photographs and maps would be needed to use the display board at Eccleshall Show, outside the library and at any other community events to facilitate consultation. Mr Pimble agreed to contact Mr Pownall to see if he had any local photographs, which could be used.

Consultation Methods and Outcomes:- The main topics highlighted in the questionnaires would be identified prior to the next meeting to enable Members to discuss the consultation strategy and development of a more detailed questionnaire for distribution in September. Maps, photographs and other documentation would be considered for inclusion on the display board

The next meeting was arranged for July 24th, 2013 at Eccleshall Community Centre at 6.30pm.

Mr Pimble thanked everyone for attending and the meeting was closed at 3.30pm.