

Eardisland Parish Council

Meeting of the Neighbourhood Development Plan Steering Group on
Thursday 5 June 2014 at 19.30 in Eardisland Village Hall

Minutes

Present: 16 out of 21 residents on original list for Steering Group and 14 other residents

In attendance: Alison Sutton, Parish Clerk

The meeting was Chaired by Cllr Hanson, Chairman of the Parish Council, for items 1-3

- 1. Introduction from Parish Council** – Cllr Hanson introduced the Neighbourhood Development Plan (NDP) as a concept and stated that she hoped the parish would work together to shape development for the future. She noted that Kingsland Parish have their consultation open event this weekend and she has been in touch to ask if SG members or others can attend
- 2. Elect a Chairman for the Steering Group** – Richard Kirby and Maryan Hanson were nominated and seconded. Richard Kirby was elected by open vote of everyone attending the meeting and accepted the position
- 3. Elect a Vice Chairman for the Steering Group** – Caroline Marsden was nominated and seconded and accepted the position
- 4. Agree membership of the Steering Group** – Richard Kirby, the Chairman, asked for other volunteers to form the Steering Group (SG). The following accepted the invitation: George Alderson, John Edwards, Barry Freeman, Maryan Hanson, Graham Simpson, Elaine Smith and Hugh Vernon. This gives a current membership of 9. Wendy Cross is happy to help with proof reading and similar tasks. It was noted that further members would be needed to increase diversity and inclusivity within the group and it is hoped that other people, particularly people who can represent young people and businesses, will join the SG at the next meeting
- 5. Consider skills, knowledge, interests and representation of the Steering Group** – It was noted that while members had considerable skills and interests a wider representation was needed to enhance the process
- 6. Elect a Volunteer Co-ordinator** – Caroline Marsden agreed to take on this role for the present
- 7. Note the project plan timetable and budget** – These documents were considered and it was agreed that work needs to start quickly
- 8. Agree dates for meetings** – Thursday 12 June for the first working meeting and Thursday 10 July for the next open meeting. It was noted that although all meetings are open to the public, at the working meetings the public are requested to observe rather than comment so that the SG can work on the NDP process effectively. Therefore working meetings will be in the small hall and open meetings in the main hall
- 9. Identify key themes/policy areas for NDP** – Flood risk and flooding including the impact of flooding and response to climate change; Development potential including sewage, transport, highways, business as well as housing; Support of residents including medical, dental, schools, social clubs, activities for young people, sports activities; Duty of care issues including ditches, footpaths, drains, river, road verges
- 10. Agree sub-groups as needed** – It was agreed that further agenda items would be addressed at the working meeting
- 11. Break-out in sub-groups to plan and start work**
- 12. Feedback from sub-groups**
- 13. Date of next meeting** – Working meeting Thursday 12 June and open meeting Thursday 10 July 2014

Alison Sutton – Parish Clerk

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