

## Minutes

### Newton Neighbourhood Plan Team Meeting

**Tuesday 5<sup>th</sup> February 2019**

	<p><b>Present:</b> Jonathan Acton, Anthony Burdis, Kathryn Burdis, Barry Coleman, Louise Evers, Graham Parry, Teresa Parry, Paul Presland, Rita Schwenk, Laura Smith, Kate Waterworth.</p>	<p><b>Action assigned to:</b></p>
	<p><b>Apologies:</b> Sue Presland</p>	
<p>1.</p>	<p><b>Review of Previous Minutes:</b> Business Survey – These have been designed by PP and will be delivered to authorised businesses, including those run from private homes, within Newton on Friday 8<sup>th</sup> February 2019.</p> <p>Newsletter – thanks from the team were expressed to AB and KB for the professional and timely publication of the newsletter which, it was felt, had a positive effect on the attendance at the Newton Green Trust Coffee Morning. There will not be a newsletter this month.</p> <p>Draft Report storage/communication within the Team – advice to be sought from the Planning Consultant when we meet on 19<sup>th</sup> March as to the most appropriate way of drafting/editing/publishing the Neighbourhood Plan.</p> <p>History of village – it was felt that a map showing sites of houses referred to in the history document would be a useful addition for the next village up-date meeting. Views of the Parish Council to be obtained with a view to publishing all of Alan Vince’s research in a stand alone publication.</p> <p>Letter of thanks to be sent to Alan Vince on behalf of the Team.</p> <p>Amenity Survey –Pilot survey completed, surveys to be sent out later this month with a covering letter. To be delivered week commencing 12<sup>th</sup> February and collected week commencing 25<sup>th</sup> February.</p> <p>Hastoe Housing Association will build outside the BUAB under a ‘special dispensation’.</p> <p>Noticeboard Keys – one is to be cut for the Team, in the meantime Alan has a key, with one being kept in the village hall. The key also opens the Parish Council noticeboard, which we could use, in Church Road.</p>	<p>PP</p> <p>NOTE</p> <p>BC/AB</p> <p>BC/PP/JA</p> <p>BC</p> <p>LE/TP</p> <p>NOTE</p>

	Timeline of progress of the Neighbourhood Plan – it is hoped a more accurate timeline can be implemented after meeting with Planning Consultant on 19 <sup>th</sup> March.	
2.	<p><b>Community Engagement - Update:</b> Coffee Morning Roadshow was deemed a success with approximately 60 villagers attending. Thanks were expressed to all Team members who attended. There was much positive feedback from the display boards and work being undertaken by the Neighbourhood Team. Newton Trust kindly donated the proceeds from the coffee morning to the Community Allotment fund.</p> <p>Villagers are thanked for their entries for the strapline competition. The winning strapline to accompany the Plan is 'Newton – Today, Tomorrow, Together'.</p>	<p>NOTE</p> <p>BC/LE/PP</p>
3.	<p><b>Communication – Update</b> Parish Council – no meeting since our meeting in January. PP extended welcome to the next meeting in February.</p> <p>Newton Trust – as previously mentioned funds were given to the Community Allotment project. It was suggested that after results from the amenity survey were processed, this information should be given to the Trust which may aid funding of any future projects.</p>	<p>BC</p>
4.	<p><b>Key Activities – Update</b> Chairman [BC] and Vice Chairman [PP] had a positive meeting with Neighbourhood Planning Consultant Christopher Bowden of Navigus on 1<sup>st</sup> February 2019.</p> <p>Feedback from him at this time is that collated information gathered to date is useful and will become part of the Plan. Our next task is to marry key objectives relevant to Newton to 2035 to National and Local Government planning policies. These specific objectives should come from the villagers of Newton and the team would accordingly develop them by linking them to those policies.</p> <p>CB to be invited to attend our meeting on 19<sup>th</sup> March when the key objectives for the Newton Neighbourhood Plan will be reviewed. The Amenity Survey plan to be sent out in February will aid some of the objectives to be set. This survey leads on from 'What the Villagers Value' feedback received in April 2018.</p> <p>CB also recommended interaction with neighbouring villages as they write their plans.</p> <p>A contract has been agreed for support and travel expenses. Outstanding monies from the government grant need to be</p>	<p>BC/PP</p>

	returned at the end of the tax year and then re-applied for, so payments for the consultant may be split .	
5.	<p><b>Accounts – Update</b></p> <p>Accounts to be prepared for the end of March with new budget prepared for submission in April.</p>	GP
6.	<p><b>Any Other Business</b></p> <p>Parish Council Coffee Morning in April – display boards to be updated for this event if PC agreeable to this.</p> <p>Hedgerow Survey – ordnance survey map required to detail footpaths and hedgerows. Request for volunteers to help with this activity to be given at coffee morning. Permission to be sought from landowners as appropriate.</p> <p>Date of Next Meeting: Tuesday 19<sup>th</sup> March 7.30 p.m. Newton Village Hall</p>	KW