

## **BOX PARISH NEIGHBOURHOOD PLAN STEERING GROUP**

### **MINUTES OF 4th MEETING HELD ON 22 MAY 2019**

#### **1. Present:**

Nick Botterill (Chairman), Tim Barton, Jackie Cox, Vicki Dorey, Andrew Lucas, Sheila Parker, Tim Walton, Dave Wright

Apologies: Jonathan Parkhouse

#### **2. Minutes:**

The Minutes of the meeting held on 17 April 2019 were agreed. It was noted that JP had information about a bat/ecological survey which could be purchased for £250 + VAT. This sum had been added to budgets.

#### **3. Matters arising from previous meeting not covered in this meeting**

- None

#### **4. Box Revels 27 May 2019**

- Marquee to be supplied by TB. NB to supply desk and chairs
- TB, DW, AL, NB to be present at 10.30am to put it all up
- Banner shown by DW, green with white writing rather than other way round. Agreed we will leave word 'Council' in. DW see if he can get refund.
- TW to bring bungee to tie things down.
- Easel for posters needed.
- Poster to go on Facebook – TW
- NB to put posters in noticeboards, DW has done Box Hill and Rudloe.
- Rota circulated.
- NB to produce crib sheet and commentary replies (GDPR compliant).

#### **5. Update of where we are/funding**

- a) Discussed focus groups, surveys and role of LemonGazelle
- b) VD & DW asked about sifting of information derived from public
- c) NB suggested that we will have a better view of where public are coming from the WC Housing Survey
- d) It was agreed that we will go live with the LemonGazelle survey once grant funding is available and WC Housing Survey is available

- e) It was agreed that results of WC Housing Survey should be publicised/considered at a parish focus group to be organized by Steering Committee
- f) AL budget spreadsheet was noted and agreed.
- g) NB suggested and it was agreed that he, AL & SP would meet to compile and submit the grant application
- h) TW to keep Facebook page updated as necessary

## **6. Any other business.**

DW offered to look feasibility of doing an information booklet based on the Colerne one at cost c14p per page. It was agreed that we will need something to continue to communicate and solicit views from parishioners and that we should have clear view of costs and DW can speak to Colerne about all this. AL confirmed that the approximate costs for this had already been included in the budget.

NB agreed to look at the refreshment of NPs.

Discussions with other parishes which have conducted NPs about 'lessons learned' was considered. NB felt little more would be gained from talking to Colerne again but it may be useful to speak to Stanton St Quinton in due course.

The Committee discussed the role of Community Infrastructure Levy (CIL) in providing for road improvements associated with new developments. SP agreed to enquire of Highways as to how this worked.

## **7. Date of next meeting**

To be determined when results of grant application process are known.

Meeting ended 9.00pm