

# **Kimble Neighbourhood Plan Working Group Meeting: Agenda**

Date 18/10/2017

Time: 7.30 pm

Venue: Stewart Hall Committee Room

**Working Group members:** Alun Jones , David Williams , Gerald Redding , James Good, John Austin, Leo Todd , Robert Martin, Roger Howgate, Sue Howgate , Thomas Dixon , Tim Shirra,

**Apologies:** James Cripps, Zeena Shirra, Iona Mackinnon, Delia Burton

## **Meeting notes / minutes**

1. Minutes of last meeting - agreed
2. Visioning workshop with RCOH – confirmation of arrangement, actions, logistics etc
  - a. Arranged as planned for the evening of October 31. SH to coordinate refreshments.
3. Update on application for grant from My Community – ensuing actions
  - a. As communicated to DB last week, the grant has been agreed – still awaiting formality of funds transfer which will follow formal acceptance of the terms and conditions of the grant by the council. DB to coordinate on this with JB.
4. Update on questionnaire/survey process, and compilation of survey analysis/results
  - a. Discussion had on the merits of the approach taken to use only paper as opposed to paper and electronic formats. LT made the point which was well received that going forward for engagement/comms with the public locally, it would optimise chances of getting our message out if both formats were used.
5. Update on website
  - a. Website structure in place. Would be good to have a simplified timeline posted up plus some contextualising background such as was on the first page of the survey. LT to arrange.
6. Update on Project schedule/plan.
  - a. No changes of any significance at this point.
7. Working group membership
  - a. Agreed to remain limited to current numbers to avoid becoming unmanageable, with details of those who have expressed interest to remain on file and be called upon at such time as there may be sub-working groups that would benefit from calling on the skills/effort of those people.
8. A.O.B.
  - a. Agreed all round that it WG members should fill out an expression/declaration of interests along the lines of the ones used by Parish Councillors
9. Confirmation of next meeting date: Wed Nov 15<sup>th</sup>