MINUTES OF THE FIRST MEETING OF THE BIGBURY NEIGHBOURHOOD PLAN STEERING GROUP HELD ON 25TH APRIL, 2016

PRESENT: Valerie Scott, Beth Huntley, Grant Peet, Jean Wright, Jo Simes, Jill Gubbins, Simon Bronstein, Bryan Carson, Hazel Osborne.

APPOINTMENTS: CHAIRMAN: Valerie Scott was proposed by Bryan Carson, Seconded by Beth Huntley and unanimously appointed.

SECRETARY: Hazel Osborne was proposed by Valerie Scott, Seconded by Jill Gubbins and unanimously appointed.

TREASURER: There were no nominations for Treasurer but it was suggested that a gentleman from Challaborough who has expressed interest in the Steering Group might act as Treasurer. Jo Simes will approach him regarding this.

COMMUNICATIONS OFFICER: It was suggested that Stuart Watts might act in this capacity and Valerie Scott will ask him.

PROJECT PLAN: We have received a £500 grant from the Parish Council towards expenses and a further £9000 can be claimed from South Hams District Council if justified.

The Housing Needs Survey has been prepared by SHDC and we can use this.

We need to prepare a Questionnaire to be delivered to every house in Bigbury and, after long discussion, it was agreed that this should be delivered with the Bigbury News and deliverers will be asked to hand the Questionnaire to the householders. It was decided that people will be asked to hand in their completed questionnaires to a central point or post them to an address supplied. A separate meeting will be held to finalise these points.

It was agreed that an Exhibition be held in The Memorial Hall with boards and post-it notes available and ask parishioners to write their suggestions on these notes and stick them on the boards.

As The Parish Council is holding a Cream Tea on June 11th in the Hall to celebrate the Queen’s 90th birthday. It was decided to combine these 2 events. Beth agreed to compose a double-page invitation/notice for these events to go in the June Bigbury News. Members of the Steering Group will be present in the Hall to answer questions and promote discussion etc.

PROJECT PLANNER: Valerie produced a Project Planner Graph which was given to all present and a copy of which is recorded in the Minute Book. This planner showed a proposed timescale of all the activities needed to produce a Neighbourhood Plan and was discussed fully. The next stage is to prepare a draft plan showing the visions and objectives, possibly by October this year culminating in the final Adoption of the plan in 2018.

Working parties will be set up at a later date.

DATES FOR FUTURE MEETINGS: Exhibition June 11th in The Memorial Hall.

Meetings to be held at 7.00pm in Valerie Scott’s house:

16th May

13th June

20th June to sort out Questionnaire

11th July to finalise Questionnaire

15th September

These dates can be flexible and it is appreciated that not all members will be able to attend all the meetings.

The Meeting closed at 9.30pm. and thanks were expressed to Valerie and John for their hospitality.