

MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLANNING STEERING GROUP HELD ON 15TH MAY 2013

Present: Cllr Mark Houlbrook, Cllr Joe Blackham, Cllr Rachel Durant, Cllr Susan Durant, Cllr Ron Powell, Jane Stimpson, Jeremy Sherlock

Apologies: Cllr Rob Porter Cllr Annie Farrand, Neil Butler

1. **Minutes** – the minutes of the meeting of 15th April 2013 were agreed.
2. **Co-option** – it was formally agreed to co-opt Neil Butler from Green Top School onto the Working Group. It had been previously agreed that the J Sh should approach him, and he has agreed to join the group.

There was a discussion about other co-optees. It had been previously agreed to invite around 4 non Councillors onto the group. Whilst these needed to be from different sectors there was no requirement to cover every topic, and it is more important that they are interested.

Potential areas that could be considered are:

Business – through the developing Business Forum

Community – a representative from Thorne Needs You

Sports – a member of the Moorends Welfare Working Group

Employment – a representative from Job Centre Plus

Police – PCSO

It was agreed that the J Sh would explore further and report back.

3. **Technical Support** – at the last meeting 2 potential consultants were considered, and J Sh was requested to advertise the opportunity to demonstrate transparency. J Sh advised that he had contacted Planning magazine who had quoted £2.5K for an advert. Following a discussion with the Council Leader and Deputy it had been decided to informally identify and approach some suitable local Consultants.

J Sh advised that he had identified 4 suitable consultants. He circulated details that they had submitted and a summary table.

It was agreed to appoint Kathryn Jukes (Directions Planning) as the Technical Advisor for the Neighbourhood Plan.

4. **DMBC approval** – JS confirmed that DMBC have formally agreed the designation of Thorne and Moorends as a Neighbourhood Area, and will be writing shortly to confirm that.
5. **Locality Funding** – J Sh reported that the application process for the Neighbourhood Planning funding was now open. A reasonable amount of detail is required on the consultant's activity, so the appointment of the advisor will help ensure the application is realistic.
6. **Website** – further pages have been added to the website, including some initial consultations. There are also hidden pages that can be made live as the plan progresses.

7. **Consultation and promotion** – there was discussion about how to further promote the website and Plan. This included:
- a. Councillors posting leaflets
 - b. Including the web address on TMTC letters and e-mails.
 - c. Further publicity on TMCR and Trax FM
 - d. Local Newspapers – the Goole Times should be encouraged to do more Thorne coverage to fill the gap left by the loss of the Thorne Gazette.
 - e. Publicity through DMBC (JS will contact the Communications Team)
 - f. BBC Local Radio
 - g. Business Cards
8. **Next meeting** – to be agreed based on the Advisors availability..

Jeremy Sherlock

Town Clerk