

## **MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLANNING STEERING GROUP HELD ON 4<sup>TH</sup> JUNE 2013**

Present: Cllrs Mark Houlbrook, Rachel Durant, Susan Durant, Ron Powell, Rob Porter, Annie Farrand, George Derx.

Neil Butler, Jennifer Barley, Caroline Robinson

Kathryn Jukes, Jane Stimpson, Jeremy Sherlock

1. **Minutes** – the minutes of the meeting of 15<sup>th</sup> May were agreed. JSt advised that we would receive the confirmation letter from DMBC this week.
2. **Role of Technical Advisor** – Kathryn Jukes who has been appointed as the Technical advisor to the Working group was welcomed to the meeting. It was confirmed that she had been appointed to guide and assist the Working Group, and to ensure that the Plan met the legislative requirements. JSh will meet regularly with Kathryn to agree the requirements for each stage. There will also be a discussion about the Locality funding application.

It was agreed that the next stage is to finalise the Project Plan and to progress the consultation.

3. **Locality Funding Application** – this has been drafted and will be finalised following the discussions between JSh and KJ.
4. **Consultation** – a number of consultation opportunities were discussed including:
  - a. NB advised that he was to raise the Plan at the Schools' cluster meeting. There are a number of opportunities such as school projects, use of assemblies, School Council etc, though the majority of activity would be likely to commence in the Autumn Term.
  - b. There was a discussion about use of facebook/ twitter etc, with concerns about moderation. One option would be to run set twitter sessions rather than leaving it open.
  - c. Summer Festival – there is a need for a banner and leaflets etc for the Summer Festival consultation.
  - d. Website – RD is still progressing the 360<sup>o</sup> walkthrough. RP would be able to do the filming for this. It was suggested that this would be useful for a formal launch.

5. **Co-option** – it was formally agreed that Jennifer Barley and Caroline Robinson from Thorne Needs You would be co-opted to the Working Group.

Other suggested co-optees are:

Janet Canning – Thorne Moors

Developer/ Builder – Henry Boot/ Leed Dudgeon/ John O'Neill

Churches

6. **Working Group Co-ordination** – It is proposed to use "Drop Box to allow document sharing between Working Group members.

Jeremy Sherlock

Town Clerk