

MINUTES OF DUNCHURCH PARISH COUNCIL

Neighbourhood Planning (NP) Committee

Minutes of Meeting Number 3 of the Dunchurch Parish Council Neighbourhood Planning Committee held
in The Community Library,
School Street, Dunchurch, Tuesday 29th May 2018 Meeting commenced at 7.00pm

PRESENT:

Robin Aird
Des Nutt
Erica Milwain

OTHERS:

1. ACCEPTANCE OF APOLOGIES

Absent members: Steve Fancourt, Melvyn Macartney, Tony Davies

2. DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

None

3. TO APPROVE MINUTES OF MEETING NO.2 OF 8TH May 2018

Proposed by Robin Aird, seconded by Des Nutt and agreed by all present.

4. STATUS OF ACTIONS AND REQUIREMENTS OF GDPR

- The new laptops have been delivered. These were handed out to those present and were signed for.
- The new email address system, needed to comply with GDPR regulations, is not yet up and running. The laptop supplier (INTO TECH in Bilton) is fixing this.
- Robin Aird has been contacted by Sophie Leaning (Rugby Borough Council) asking us how we will use and store the information we collect.

5. DISCUSSION ON CONTENTS OF INITIAL CONSULTATION

AREAS FOR SURVEYING

COSTINGS

DISTRIBUTION METHODS

- Initial advertising of the Neighbourhood Plan was discussed. Erica has produced a poster, which she will email to Robin for modification suggestions. It was agreed that the poster could be printed at A5 size to be used as a flyer at the Dunchurch fete on 16th June. Printing to be done by Parish Council on their printer in the library.
- Willoughby NP has used Survey Monkey for their questionnaire, which appears to work well.
- It needs to be noted that the PC website isn't working as well as it should. Problems need to be solved so that we can post updates to the community as the Plan progresses.
- Sophie Leaning has emailed some maps of the parish to Robin Aird as pdfs.
- There was a discussion about green spaces. The parish has a deficient in allotment and public green space but has a surfeit of rural open space.
- For Tree Protection Orders we can contact the TPO Officer at RBC (David Gower). The main criterion for designation of trees is 'visual amenity'.
- Erica is to set up Google Maps to be used to record existing TPO trees plus those suggested for TPO status. Link to map can then be shared with committee members and any other helpers.
- Freepost for questionnaires was discussed. It was thought that Tony Davies already had detailed information about these.
- Robin Aird reported that RBC uses a figure of 2.4 persons/dwelling. The tax base for the village is £1483.
- Trisha Knowles is compiling a grant application for the full £9,000.

6. HOUSING NEEDS SURVEY

STARTING THE SURVEY COMPILATION

- There was a housing needs survey conducted in 2011 by RBC. A poor level of response (23%) made it of questionable validity. A figure greater than 50% would have been more useful.
- It was suggested that demographics information could be collected from the census.

7. ANY DATA TO REPORT

8. ALLOCATION OF TASKS IF ANY

- Des Nutt to add to the Draft Vision.
- Robin Aird and Melvyn Macartney to organise a stand at the fete.
- Erica Milwain to set up a Google map to record important trees.

9. ANY OTHER BUSINESS

10. DATE OF NEXT MEETING

Next meeting will be on 3rd July 2018.

THE MEETING CLOSED AT 8.35pm

Signed Chairman:

Dated: