

MINUTES OF DUNCHURCH PARISH COUNCIL

Neighbourhood Planning (NP) Committee

Minutes of Meeting Number 6 of the Dunchurch Parish Council Neighbourhood Planning Committee
held in The Community Library,
School Street, Dunchurch, Tuesday 7th August 2018 Meeting commenced at 7.00pm

PRESENT:

Robin Aird
Melvyn Macartney
Tony Davies
Des Nutt

Lindsay Foster

OTHERS:

1. ACCEPTANCE OF APOLOGIES

Absent members: Steve Fancourt Erica
The apologies were noted

2. DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

None

3. TO APPROVE MINUTES OF MEETING NO.5 OF 7th August 2018

Proposed by Robin Aird, seconded by Tony Davies and agreed by all present.
Robin has contacted Richard Allanach.

4. DISCUSSION ON CONTENTS OF INITIAL CONSULTATION DOCUMENT

DRAFT VISION

CONSULTATION CONTENTS

DISTRIBUTION METHODS

OFFER OF ELECTRONIC SURVEY DESIGN

Robin Aird to send out most up to date version of survey. All members to read through and make any amendments.
Consultant need to be selected and make recommendations to Parish Council.

Require daily rate quote for consultants. Des Nutt to analyse the timescale as provided by Avon Planning and amend to send out requirements to consultant. Tony to speak to local Parish Councils to seek consultant recommendations. Melvyn to complete outline to tender. All information to be sent to Robin who will approach consultants.

We need to provide a timetable of upcoming meetings to allow forward planning.

We require more work on the questionnaire which the consultant will have to review.

Erica made comments on the youth survey that were extremely helpful. The survey to be updated and amended. Robin to circulate Erica's comments

Survey monkey could be used for electronic version of questionnaire. Need to consider who will analyse paper copies and who will provide reports. Need to consider how w analyse/input paper copies into the system.

Robin to speak to Rowan Moore.

All emails are to be copied to all members of the NP committee.

7. ANY DATA TO REPORT

Local Plan modifications have been released please read this document.

9. ALLOCATION OF TASKS IF ANY

- All members to read and review vision statement and survey
- Des to amend timescale
- Tony to compile list of local consultants
- Melvyn to draft an invitation to tender
- Provide quotations o Parish Council

10. ANY OTHER BUSINESS

11. DATE OF NEXT MEETING

Next meeting will be at 7pm on 4th September 2018 in the library.

THE MEETING CLOSED AT 8.40pm

Signed Chairman:

Dated: