



## **STEERING COMMITTEE**

### **Minutes 19<sup>th</sup> June 2017**

A meeting was held in Ashington Community Centre, on Monday 19<sup>th</sup> June 2017 commencing at 8pm.

Present: Nigel Spiers, Di Clarke, Tiena Currell, Mary Davis, Colin Hoare, Mike Humphrey, Tony Moss.

Neighbourhood Plan Clerk: Karen Dare

Apologies for absence: Graeme MacPherson, Clare Barker, Brian Clarke (all personal).

Karen Dare (Neighbourhood Plan Clerk) had previously prepared and circulated an agenda.

Karen Dare updated the committee on activities since the last meeting:

- a. Detailed Survey – results and analysis had been completed. Thanks to Tiena Currell for the huge amount of work she had done with the Survey analysis. Survey no.200 should have won a prize but no name/address was given. It was proposed and agreed that the prize should be donated to Ashington Lunch Club, NHPlan Clerk to arrange. Scratchcard winners had been contacted and prizes were being distributed.
- b. Assets & Treasures report – the NHPlan Clerk had prepared an Assets & Treasures report which is essentially an audit of the Parish of items that residents consider to be important. This had been widely circulated to both the Steering Group and Parish Councillors prior to the meeting and comments taken on board. Nigel Spiers pointed out that the 3 playgroups/childrens nursery had been omitted and the NHPlan Clerk would add these to the document, he also pointed out that byways no longer exist and the report should be amended accordingly. All agreed that the document be published/distributed following amendment.
- c. State of the Parish report – the NHPlan Clerk had produced a draft report, incorporating the results from all of the Survey and NHPlan work that had been undertaken. The Steering Group agreed that the report should be published and a copy sent to HDC.
- d. Housing Needs Assessment – this had been produced by our consultant and a copy sent to HDC for formal comment. The NHPlan Clerk had arranged a meeting with HDC on 28<sup>th</sup> June at 1pm to discuss the HNA and to 'catch up' on progress.
- e. Planning consultant – the Parish Council had approved the appointment of Navigus Planning Ltd to assist in the preparation of the NHPlan.

- f. The NHPlan Clerk had formally written to HDC to request a Screening Opinion on whether an SA/SEA would be needed to accompany the NHPlan. She would discuss this at the HDC meeting.
- g. The NHPlan Clerk had applied to Locality for grant funding towards the cost of preparation of the NHPlan. She expected to hear shortly if the application had been successful.
- h. The Parish Council had been asked by HDC to look at the s106 money available to Ashington and to put forward projects to use the money. It had been agreed that the NHPlan Survey was a very useful tool for gauging public support for projects. Question 6.5 had specifically asked residents how they felt about a number of projects that had been suggested throughout the NHPlan consultation process. The Parish Council s106 'working party' had agreed to pursue 3 projects: outdoor gym, resurfacing the MSC and improvements to Warminghurst Close play area. Specifications and quotes were being obtained. Projects had been chosen on the grounds that they are deliverable in the short term, well supported by residents and 'qualify' for s106 money. This would be a good way of showing residents the power of a NHPlan.

The following next steps were agreed:

- a. Vision & Objectives – this was the next step in the NHPlan process. The Clerk had circulated some guidance and examples to Steering Group members. It was agreed that all members would prepare their own Vision & Objectives and send them to the NHPlan Clerk within the next 2 weeks. A meeting would be scheduled to discuss these and reach agreement on draft Vision & Objectives. Consultation with the residents would then take place. Consultation could take the form of: email to those residents who had provided an address; handouts (given to clubs/businesses, outside co-op), noticeboards, website etc etc. **Action: all Steering Group members to draft Vision & Objectives, send to Karen by 3<sup>rd</sup> July**
- b. Festival – it was agreed that a stall at the Festival would be useful. **Action: NHPlan Clerk to contact Margaret Alford.**

The next meeting will take place early July.

Signed:

Date: