

Minutes of the meeting of the Neighbourhood Plan Working Party (NPWP) held on Thursday 2 May 2013, New Inn, Hubby

Present: Sue Bracewell (SMB)  
Val Burnham (VB)  
Gary Dunning (GD)  
Paul Jackson (PJ)  
Chris Marshall (CM)  
Guy Redfern (GR)  
Roger Teare (RT)  
Richard Todd (Chairman) (RT)  
Betty Tyson (BT)  
Kath Wallis (KW)  
Terry Wolf (TW)

Apologies: Alison Grice Holt

Minutes of meeting held on 15 April 2013, were agreed as a correct record.

### **Project Plan**

PJ had produced a draft project plan based on the Locality Roadmap, which needed to have the detail flushed out and tasks allocated. It was felt that the end of year may be a little ambitious for the production of the first draft of the plan but it was agreed to stick with this deadline for the moment. SMB was asked to produce a list of details of those who had offered to help based on the completed forms from the open meeting and send to RT. **Action: SMB**

### **Media Message**

PJ had started work on the media message the theme of which was to engage people, be community based and explain why they should get engaged. PJ agreed to have a draft to circulate in the next few days. **Action: PJ**

### **Communication**

The group had started work on how to communicate with residents and had several ideas for taking this forward. An article would be written for the June Hubby Voice, information would be put on the village Facebook page. CM had created a Hubby Village website and information would be posted up there. CM was happy to receive content to add to this website. The group were also considering a stand at Hubby and Sutton Show, School Carnival and Hubby Feast.

Some members requested a copy of the map of the Parish. **Action: SMB to circulate**

### **Locality application**

GR had started this process and downloaded the forms which now needed to be completed and submitted by the Parish Council. **Action: GR/SMB**

### **Budget**

It was agreed to try and estimate some of the anticipated costs and produce a draft budget which could be submitted to the Parish Council. Some of the costs would be: display materials, promotional materials, event costs, engagement costs, participation costs.

### **Any other business**

Evidence base: the HDC Core Strategy needed to be studied and HDC could be asked for help in finding this evidence. **Action: PJ, VB, RT**

It was agreed that all copy would be finally approved by RT before being published.

It was suggested that the list of members of the group should go on the noticeboard.

SMB to let RT have details of the designer. **Action: SMB**

BT to join the Engagement Group

GD would provide a list of contacts for local farmers and landowners. **Action: GD**

It was agreed that GR would be the Vice Chairman

It was agreed that Declarations of Interest should be added to our Agenda. **Action: SMB**

Dte of next meeting: Tuesday 21 May 8.00pm

Agenda items:

Future meeting schedule