

Neighbourhood Plan Steering Group Meeting

Parish Council Offices – Aston Clinton

6th Oct 2015 at 7.00pm

Present: Colin Read, Keith Loxley, Prof Ed Peile, Elaine Barry (assistant Clerk and minute taker)

	ITEM	ACTION
1.	<p>Agenda</p> <p>KL asked that there be an agenda for future meetings.</p>	CR/EB
2.	<p>Purpose of the meeting</p> <p>To allocate resources to the topics.</p>	
3.	<p>Research</p> <p>CR suggested looking at the NHPs of Winslow, Haddenham, Buckland (draft), Great Horwood and Marsh Gibbon as a helpful guide when developing the AC NHP.</p> <p>ACTION: EB to acquire copies of the plans to hold in the Parish Offices and to circulate digital copies to the Committee members. Also to inform all working on the NHP that copies are held in the office for reference.</p> <p>Timescales:</p> <ul style="list-style-type: none"> • Research to be completed by end of November • a meeting to discuss the findings and look at the questions to be set for the first week in December. Prof Ed Peile to 'Doodle poll' the committee for dates. 	<p>EB</p> <p>Prof Ed Peile</p>
4.	<p>Topics</p> <p><u>Traffic</u> – was discussed and whether it should stay under the main heading of environment or be a category in its own right.</p> <p>It was AGREED that the current heading structure would remain and traffic would sit as a sub category under environment.</p> <p>Prof Ed Peile highlighted the importance of commissioning surveys, particularly in light of the feedback from the public that this was an important issue for them.</p> <p>ACTION: CR to talk to Sue ahead of the meeting on 19th regarding applying for funding to commission a survey. Also, CR to email all with the costings for a traffic survey.</p> <p><u>Health</u> – Prof Ed Peile suggested approaches were made to the following:</p> <ul style="list-style-type: none"> • Weston Grove management team and local management at Aston Clinton • AV Commissioning clinical group • Dental clinic – Practice manager • Hospitals Trust – look to contact at or near to board level 	<p>CR</p> <p>CR</p> <p>CR/Prof Ed Peile</p>

	<p><u>Business</u> – The committee discussed how to tackle the idea of creating a village centre. It was agreed that this should be approached with big concept thoughts and that there was a need to look at:</p> <ul style="list-style-type: none"> • What should the centre look like in terms of shopping, parking, location • Developing an adaptable outline plan • Exploring financing options including looking for funding (CR to talk to Sue at funding meeting) • Creating a rough outline business case • Including in the questionnaire “would you be supportive of a major project like this?” <p>ACTION: CR to approach TC to see if he would be available to help with this.</p>	<p>CR</p> <p>CR</p>																								
5.	<p style="text-align: center;">Questionnaire</p> <p>It was suggested that the committee should prepare 4-6 questions per section and brainstorm as a group to edit the questions down. Prof Ed Peile volunteered his services to do some of the editing of the questionnaire and piloting on a ‘naïve’ subject or two which CR agreed was vital. It was suggested that the piloted version should be ready by the end of the 1st week in January then passed to Alec J to make print ready. KL suggested approaching Alec J to do the publishing of the Questionnaire.</p>																									
6.	<p style="text-align: center;">Resources/‘Village Life’</p> <p>KL stressed the need to call on more resources and feet on the ground for support. Prof Ed Peile suggested using the ‘Village Life’ to advertise a call for help. The idea for including a map of the footpaths was also discussed and the possibility of including a fold out, which could potentially be funded from the NHP budget or look for sponsorship. KL stated that he had an up to-date footpath map.</p>																									
7.	<p style="text-align: center;">Finances</p> <p>ACTION: EB to ask GM for the sum of what has been spent to date.</p>	<p>EB</p>																								
8.	<p style="text-align: center;">Allocation of topics</p> <table border="1" data-bbox="304 1503 1390 1776"> <thead> <tr> <th>Topic</th> <th>Responsible</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Housing</td> <td>Jon Disbury</td> <td>CR to approach JD</td> </tr> <tr> <td>Health</td> <td>CR</td> <td>Prof Ed Peile to support</td> </tr> <tr> <td>Education</td> <td>Prof Ed Peile</td> <td>SB to support</td> </tr> <tr> <td>Environment</td> <td>KL</td> <td></td> </tr> <tr> <td>Leisure</td> <td>LT</td> <td></td> </tr> <tr> <td>Business</td> <td>PW</td> <td></td> </tr> </tbody> </table>	Topic	Responsible	Comments				Housing	Jon Disbury	CR to approach JD	Health	CR	Prof Ed Peile to support	Education	Prof Ed Peile	SB to support	Environment	KL		Leisure	LT		Business	PW		
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9.	<p>Meeting ended at 8pm</p>																									