

## **Notes and Actions from 6th Neighbourhood Plan Steering Group held on 26 March 2014.**

**Present: A Clements, J Porter, R Park J Walmsley P Wilson, Apologies: J Backhouse,**

1 Arnold's letter to Scott. Ask for a copy of any reply. Explain the facts re how the decision was made. Action ADC

2 Designated area status. Ref to legal statute. Write to DI ref the error. DI considers error not material and will be dealt with at the planning and development committee. Need to write confirming his advice to us on this issue. JW to produce a draft to come from chair of steering group.

3 Councillors: RVBC councillors all contacted. Review need to contact Hind. Steering group

4 Steering Group. JW reported that he had told Mary Walsh that the SG was a working group and informed the PC via reports to the PC meetings. Verbal SG report to PC of early March needs to be recorded. ADC ADC to reply to Mary's e-mails.

Terms of reference agreed by PC on 6 January 2013. These were reviewed.

5 Kirkwells' presentation and grants.

Planning companies were contacted as per note in 3<sup>rd</sup> steering group. Kirkwells showed enthusiasm although Janet Dickinson showed some interest but do not have NP experience. Kirkwells presentation was well delivered. SG agreed to proceed to developing specification agreement with Kirkwells which covers what they would propose to do for us. Looking to fund via grant income and Kirkwells will be asked to help with the grant application.

Locality grant – apply when we have designated area status. Agreed to begin the process of applying for the grant- maximum £7000 but needs to be spent before end December 2014. Kirkwells will help.

Arrange a meeting with Kirkwells. JW/RP/JT

Ribble Valley funding from government for NP. £5k on plan getting DA status, £5k on publication of plan prior to examination and then £20k at referendum stage.

6 Project Plan ADC to produce plan using JW timescales.

7 Work programme

RP progressing existing housing analysis.

8 Parish Council website. NG

9 JW reviewing work and timescales of working groups. JW to send proposal to SG members. Workgroups begin working .

10 Issues Workshop 15/04/14

Need 30 people to attend. Start 7:15 end 9:30

Workshop Format

Intro/Change management/ Groups draft overall aim of the plan Discuss and refine (iterative) /  
What one thing would you change about your community/ discussion / submit / Good things and  
bad things about the community coming up with three aims for each area/ flipchart.

Discuss how we consult about this work.

RVBC Topic paper; parish Council comment May into June. Need to review in light of the topic paper.

11 Publicity

List of what we display where. JW to talk to Linda Holt.

12 DONM 09/04/14