

Witherley Parish Neighbourhood Development Plan Meeting

Monday 18th September 2017

Present: Derek Ridgway (Fenny Drayton), Kay Conway (Witherley), Brian Conway (Parish Council), Maureen Cooke (Fenny Drayton), Dayle Flude (Atterton), Mark Simpson (Parish Council), Charlotte Ward Lewis (Witherley), John Preston (Rural Community Council)

1. Apologies:

Laura Dyer (Ratcliffe Culey), Helen Bullivant (Ratcliffe Culey), Cindy O'Donnell (Witherley), David Wilkins (Ratcliffe Culey)

2. Declaration of Interests:

None were arising.

3. Minutes from the last meeting:

These were agreed by all there to be a true reflection.

4. Matters arising:

Pecuniary interest forms to be circulated at the next meeting. The Parish Council have agreed to give the steering group £1000 towards the set-up of the plan. Laura Dyer has agreed to be the Communications Officer and will organise a Facebook page. Helen Bullivant would like to stay involved but may struggle to attend all the meetings. She has mentioned the involvement of Leicestershire Wildlife Trust to assist with locating areas of special interest. An ecological study will need to be carried out and needs organising before the summer as findings are usually through the summer months. Leicestershire Museums and Record Service could also be a support towards protected historical areas/houses etc. Many of these surveys may already have been carried out and this needs investigating. The Councils Local Plan will also have useful elements in it.

An article has been written for the Parish magazine. Kay to contact the Head Teacher at Witherley School to involve the children in designing a logo.

5. Financial report:

£28 spent so far. £1000 confirmed and approved by the Parish Council. We do not need to report this spending back to them. They would like us to apply for the grant as soon as possible though.

6. Project Plan completion and agreement:

We have an area on the Parish Council website and Mark was to find out if we can have access to this through Anji. All reports and documents need to be made available on here.

Next 6 months:

- investigation of all aspects of the parish and the impact of various businesses etc.
- employment of consultants – other parishes have successfully done this. This could be paid for through the Locality Funding. **John's advice was that they support the writing of the policies and give us guidance around the evidence. Policy statements need to be right as this is what property developers look at.** There is a need for caution around this although John has some contacts that we could explore. It was felt that we should invite 2 or 3 different ones to come and talk to us. It was felt that someone without local links would be a better option as they would be totally independent of any views. Approximate costs are £500 per day and we need to employ them at the right time in order to ensure value for money.
- Intelligence gathering and a household survey will need to be carried out. A housing needs survey was carried out some time ago. Would this be useful?

7. Planning the drop-in sessions:

John handed a flyer around that other groups had used to advertise their 'drop-in's'. John can provide the paperwork to display. He will also provide a method for people coming to feedback their thoughts. Probably 'post it' notes. He will also facilitate the sessions and answer questions about the process. He will need our local knowledge to answer specific questions so we will need a few of us there at all times. John will collate all the information gathered from these sessions and then feedback around December time.

This will be followed by a stakeholder meeting which will be an invite only event. We will need to make a list of possible attendees and their contact details beforehand. This will need to be started as soon as possible.

8. 'Going live' planning:

It's important that people are aware that we have a steering group set up and that work towards the plan is starting. Meetings have to be open and in a public place. We need to advertise on notice boards, Facebook, website, parish magazines. We need some good photos of the villages, which we will all try and gather together. It's important that we 'spark' interest. **Kay to contact Helen Anderton, editor of the Sheepy Gazette, which covers Ratcliffe Culey, to put our notice in the magazine. Derek to do the same for Fenny Drayton.**

9. Any other business: Venues for the drop-ins need to be booked. Maureen suggested that Witherley's could be at the Football Club to catch parents and children coming out of school. Mark to book Fenny Drayton Church. Ratcliffe Church to be booked too.

10. Next meeting:

October 3rd 2017 – Witherley Church at 7.30pm