

**ACTION POINTS FOR THE MEETING OF GREAT BARTON NEIGHBOURHOOD PLAN
WORKING GROUP ON THURSDAY 8th DECEMBER 2016 COMMENCING AT 7.30 PM**

Item	<u>Present</u>	Action
	<p>Parish Councillors: Philip Reeve, Matthew Parker, Peter Fisk and Ed Gibson. Local Residents: Vivien Bodnar, Jamie Gilmour, Cedric Pettit, Margaret Pettit, Darren Bullen, Andrew Garnham, Adrian Graves, Roger Curtis and Roger Davidson. Neighbourhood Plan Clerk was Sheila Deare.</p> <p>Apologies for absence were received from Martin Byford, Nicky Crouch and Andrew Mallett.</p>	
1	<p><u>Action Points</u> The Action Points for 9th November 2016 were agreed.</p>	
2	<p><u>Drop-in Session</u> The group discussed the paper circulated in advance of the meeting. SCC had not contacted Philip as to whether they would be attending with details of the Triangle development. If they do not attend he has an A0 map of the Triangle from 2012. SCC have a list of desired features for the development. If they are not represented Philip is happy to receive feedback which could be passed on to SCC. Vision 2031 proposes 40 homes for the site but if community facilities are to be provided it would require a higher number of houses to be provided. If facilities are not provided then the proposals would revert to 40 homes.</p> <p>Berkeley Homes will send display materials but if no representative comes Matthew could collect feedback.</p> <p>Philip will invite the adjacent Parish Councils of the two Fornhams and Thurston.</p> <p><i>Advertising</i> An article is in the Newsletter which is due to be delivered in the next few days. Matthew will put a notice on Facebook. A postcard will be delivered to all properties in the parish. The method of delivery will be discussed with the person responsible for delivering the Newsletter to see if the same method can be used. The Bury Free Press and The Mercury should be used for free publicity. A Logo to give continuity to all documents could have a similar format to the village sign. A Banner to be placed outside of the Village Hall could also reflect this.</p> <p><i>Display Boards</i> Philip has 2 sets of 4 1 metre square boards. The village hall has 2 or 3 flip chart stands which Peter says we can use and Roger has one and there is another possible one.</p> <p><i>Refreshments</i> Sheila will provide tea, coffee, squash and biscuits for 150 – 200. Philip and Peter will talk to their wives about cakes and this would be a bonus. Kate Trevitt has volunteered to help serve refreshments and Peter Fisk said he would ask his wife but more volunteers are required. [Kate later had to withdraw her offer of help before the day.]</p> <p><i>WSOH</i> Adrian will prepare his display materials after he has received new information which he expects imminently.</p> <p><i>Environment</i> Margaret had material to raise the topics of air quality, light pollution, woodlands, green spaces and archaeological sites. A large map could be used to highlight where they occurred.</p> <p><i>Character</i> Andrew will need A1 copies for which he already has boards. It was agreed that owners of individual properties featured on the Post War and</p>	<p>PR</p> <p>MP</p> <p>PR</p> <p>MP</p> <p>EG SD</p> <p>SD</p> <p>PR,PF</p> <p>SD,KT PF, PF</p> <p>AGr</p> <p>MP</p> <p>AGa</p>

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	<p>Historic displays should be contacted as a matter of courtesy to check that they are happy for their property to be shown. Vivien agreed to circulate the photographs to the Working Group and asked everyone to review the photos within a week and advise Sheila and herself if they know any of the homeowners and are willing to ask them for their agreement to include the photo in the display.</p> <p><i>Transport</i> A map showing all the main roads will be displayed. These have been obtained previously from SCC by Linda, the Parish Clerk. Philip will find the exact size and liaise with Linda about obtaining copies. Cedric would like to get views on speed and volume of traffic, home use of cars and taxis, parking at home, school and around the village, agricultural vehicles, passing traffic, pedestrian pavements, cycleways, school parking, congestion in the village, buses, timetable revisions.</p> <p><i>Footpaths</i> The map has been updated and will be presented as separate map from the transport map. Views will be sought on cycles and the proposed closure of the Cattishall Crossing. Network Rail will be invited to attend the session.</p> <p><i>Facilities</i> Jamie presented a slide show illustrating his proposed display materials. He will use a flip chart and post-it notes for comments.</p> <p><i>Housing</i> Nicky had prepared a presentation to show what she thought should be included. Vivien will talk to her about the format as there will be separate presentations, probably located either side of her display, about the Triangle and Berkley Homes developments. Other points for discussion are the type of development, the character and density and the need for social affordable housing. Photos of the new developments such as the new housing on East Barton Road could illustrate what is possible.</p> <p><i>Business</i> Ed has a display in a similar format to Housing. The area covered will be the whole parish covering such businesses as the Stud and the Cattishall B&B.</p> <p><i>Presentation Materials</i> Philip will investigate obtaining 6 or 7 large Great Barton maps and liaise with Sheila about printing them. Philip will make a slide loop which will include Andrew's images of the village. Everyone should tell Sheila their printing requirements. Each topic would make use of post-its to enable attendees to put their views under different headings.</p>	<p>VB</p> <p>All</p> <p>PR</p> <p>CP</p> <p>VB</p> <p>JG</p> <p>VB</p> <p>NC</p> <p>EG</p> <p>PR</p> <p>SD</p>
3	<p><u>Project Plan</u> Vivien and Sheila had produced the Project Plan in the format approved for Grants. Councillors were asked to confirm that the historic dates gleaned from Parish Council minutes before the Working Group was formed were correct. The Plan was agreed and would be sent immediately to the Parish Clerk so they could be agreed by the Parish Council / Exec Committee. Vivien and Sheila would be meeting with Ann-Marie Howells to discuss those aspects of the plan that fall within their responsibility.</p>	<p>SD</p>
4	<p><u>Update from Parish Council on related issues</u> Philip said that there had been no further progress on the Triangle but as soon as SCC contacted the Parish Council it would be discussed with everyone. Documents from the Working Group will be signed off at PC meetings but if necessary the Executive Committee will have special</p>	<p>PR</p>

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5	<p>meetings. The latest that papers can be sent to the PC is 48 hours before their meeting. On some occasions this will be tight but is workable for meeting on a Thursday before a Monday PC meeting.</p> <p><u>Date of next meeting</u> The next meeting will be on Thursday 12th January at 7.30pm. This will finalise the details of the Drop-in Session. The meeting finished at 9.40pm.</p> <p>.....Sign & Date</p> <p>.....Print Name.</p> <p>CHAIR Signed as confirmation that they are a true record.</p>	
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