



## Astbury and Moreton Neighbourhood Plan

### Meeting held at The Horseshoe Inn

22nd. April 2014

**Present:** Don Muir, John Carter (JC), Nick Sharman, Sandie Boynton,

Phill Critchlow, Judith Critchlow (AJC), Andrew Rutherford

**Apologies:** none however Ken Norman arrived and explained that he would be leaving the local area and would therefore no longer be a resident of the Parishes and would be unable to continue with the Neighbourhood Plan. He wished us well for the future and was thanked for his valuable contribution to date.

The previous minutes were reviewed and agreed.

**1.** It was agreed that confirmation of the Designated Plan Area should be published on the Parish Council website and on the notice boards. JC to provide documentation for publication.

**2. Parish Questionnaire** – A total of ninety replies have now been received and the database has been updated with the latest results. Andrew Rutherford confirmed that he can provide a breakdown to show the postcode locations of the respondents. The results are to be printed on to A3 sheets and presented at the Annual Parish Meeting in the Village Hall on 14th May to which all Parish residents are invited. PC to design a poster for the meeting which is to be placed on the Parish noticeboards and on the website. A summary of the results will be included in the next Parish Newsletter.

**3. Funding.** We are now in a position to be able to apply for a Government Grant to assist with the costs of the Neighbourhood plan. A lengthy document will need to be completed on line. There is a monthly allocation of funds and it is necessary to keep applying until it is allocated.

JC confirmed that there is approximately £2000 in parish Funds to support the Neighbourhood Plan. JC and NS will be researching the application process so they can report back to the Parish Council.

**3. Roles and Functions** – DM confirmed that a “Tree Structure” has been prepared which shows the Parish Council as being in overall control of the N.P It was agreed that an approach should be made to the Parishioners who expressed a willingness to be involved, as additional assistance will be required.

Governance Board – It was agreed that we will need the Parish Council to adopt the Tree Structure.

**4 Website** – N.S. advised that the Parish Council website is now up and running. He will bring a laptop to the next Neighbourhood Plan meeting to demonstrate how the website will be available to the NP team. There is to be a members area so items can be posted. This will use WordPress and there will be access at different levels.

**5. Meeting Agendas** – Work is in progress in connection with document management of which meeting agendas is a part. Documents which have already been issued will be added to the system. Mapping – JC will check with the Parish Clerk as to whether the Public Sector Mapping Agreement has been signed.

**6. Review of other Plans** – SB produced a breakdown of a number of neighbourhood Plans which are at different stages. There may be other areas of concern which have not yet been identified by our Parishes but which could be included in our Plan. This work will be useful when looking at our Visions and Objectives.

Date of Next Meeting – 20th May at 7.30pm The Horseshoe Inn.

AOB.

The meeting closed at 9.10pm

Distribution – by email to all members.