

Minutes

GOUDHURST PARISH NEIGHBOURHOOD DEVELOPMENT PLAN GROUP

Steering Committee (SC) Meeting #12

Monday September 4th 2017, 7.30 pm, Jessel Room

Present: Colin Willis (CW), Craig Broom (CB), Jo Hinde (JH), Ed Bates (EB), Barbara Stafford (BS), Antony Harris (AH), Jim Boot (JB) Shiona Gardiner (SG), Guy Sutton (GS), Paul Griffin (PG), Victoria Aldwinkle (VA), Adrian Smith (AS), Richard Hillier (RH), Ed Bates (EB), John Leavens(JL).

1 Apologies

Guy Sutton (GS), Linda Hall (LH), Jo Hinde (JH), Jo Hinde (JH)

2 Minutes of Meeting/Matters Arising # 11 (07/08/17).

The minutes of the previous meeting were approved.

3 Preparations for Workshops

JB outlined the overall agenda for the workshops which will begin at 9:00 with preparation from 8:30. Coffee and biscuits will be provided. We will use the exhibition material (and other material depending on the workshop) as a reference. We will put poster boards around the village using the same boards used for the questionnaire.

A steering member will be on each table to facilitate with the role of:

- Keeping to time
- Keeping to topic
- Ensuring everyone has a fair contribution
- Discussions are recorded for presentation

There will be formal presentations followed by 'brainstorming' sessions and discussion.

- Formation of leadership team
- Historical traffic issues with GPC
- Level of Interest registered

4 Wind-up of Questionnaire results

The questionnaire results summaries have been distributed. The exhibition material in St Mary's and Christ Church has been removed. The process is now concluded and all results will remain available on the website.

5 Progress of editorial team with SA Scoping

The editorial team have had one initial meeting to discuss the production of the Sustainability Analysis document. The recommendation from TWBC are to use their document as the template for the Goudhurst document. A follow-up meeting will be arranged.

6 Date of Next meeting

The next meeting will be on the 2nd October at 19:30 in the Jessel Room.

7 AOB

The meeting closed at 9:26.

Outstanding Actions from meeting #12

| # | Date Raised | Description | Owner(s) | Target Date |
|-----|-------------|--|----------|------------------------------|
| 83 | 3/7/17 | AH to resolve the issue of GPC representation on the NDP steering group. We only have two representatives identified at the moment. Resolved to change the groups Terms of Reference to require additional GPC representation when making budget or expenditure decisions. | AH | Completed |
| 92 | 3/7/17 | CW/CB to work with AVBF to build funding case. | CW/CB | 1/9/17 |
| 94 | 7/8/17 | CW/CB to investigate other sources of funding. There are no sources of funding that are not tied with consultancy | SW/CB | Complete |
| 95 | 7/8/17 | CB to discuss green spaces with EB and AVBF. Submitted | CB | Complete |
| 96 | 7/8/17 | CW to refer to Open Space questionnaire to VA/JH and the Social & Community group for completion by 11 th August. | CW | Completed by AVBF |
| 97 | 7/8/17 | commission a number of printed copies of the full questionnaire results – CB to obtain quotes. | CB | Completed but not progressed |
| 98 | 7/8/17 | BS to investigate the logistics of delivering the questionnaire summary to all households | BS | Completed |
| 99 | 7/8/17 | CB to update the Q summary document and distribute for review (12/8/17). The document will be sent to the printers by 18/8. | CB | Completed |
| 100 | 7/8/17 | CW to chase working group leads to provide completed evidence templates | CW | Completed |
| 101 | 7/8/17 | SG to set up a working group with GPC to review historical traffic initiatives | SG | Completed |

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|-----|--------|--|----|------------------------------------|
| 102 | 7/8/17 | PG to investigate the differences between self-build, customer build and the relationship with CLT's for the next meeting. | PG | Completed and resported at meeting |
| 103 | 7/8/17 | CB to distribute Planning Aid link | CB | Completed |
| 104 | 4/9/17 | CB to arrange poster boards to replace the boards currently distributed. | CB | 10/9/17 |