

NORTON NEIGHBOURHOOD PLANNING STEERING GROUP

Date: Thursday 25th February 2016**Time:** 19.30**Venue:** Norton Village Hall**Secretary:** Nigel Allcott

MINUTES OF THE MEETING

Minute	Agenda Item/Outcome	Action
	Record of attendance: Councillor Stephanie Goulden, David Birtles, Nigel Allcott, Carole Child, Katherine Brown	
16.02.01	Apologies Anne & Charles Cooper, Steve Mason, Robert Twitcher	
16.02.02	Review and approval of minutes from previous meeting Minutes were reviewed and approved by all present	
16.02 .03	Matters arising not covered by agenda Steph Goulden circulated an additional list of land owners. Katherine Brown has prepared an entry for the parish newsletter.	Steph Goulden to email to Group Secretary Katherine Brown to forward to Group Secretary who will forward to parish Clerk
16.02.04	Planning Timetable The Group discussed the planning document from DDC's website. Nigel and Carole to meet to formalise plus review legal quotations. Group talked about holding publicity events. The Group may aim to utilise the Easter Egg Hunt (28 th March), NPC AGM (26 th April), Parish Meeting (? May), Village coffee mornings (second Thursday of Month) and maybe an evening in the White Horse/New Inn. The Steering Group need to survey villagers ahead of other interested parties Discussed Printing costs . Design to Print have quoted £450 for a 20 page A3 folded survey, £360 for a £16 page survey. Current draft stands at 9 pages before introduction/graphics added Need to request funding from NPC (£500) to cover survey + flyer	Nigel Allcott and Carole Child to meet on 10th March 19.30 Nigel to submit proposal to NPC
16.02.05	Questionnaire Feedback	

	<p>The sub-group reported that they had met and discussed the questionnaire. Full and Final questionnaire layout to be finalised</p> <p>The proposed questions have been tailored to Norton Parish.</p> <p>David Birtles is going to write a piece for the about village history for way of introduction to survey.</p> <p>The questionnaire is going to include entries about what a neighbourhood plan is, what potentially happens if Norton don't have a plan, Your voice and input, reference to village design statement and what it adds, map, inclusion of Thrupp Grounds and Muscott data.</p> <p>Tony Heathcote to provide questions aimed at the canal community</p> <p><u>Review meeting arranged for evening Wednesday 9th March 2016 at the White Horse</u></p>	<p>Katherine Brown</p> <p>David Birtles</p> <p>Tony Heathcote</p> <p>All</p>
16.01.06	<p>Any Other Business</p> <p>The group discussed the continued non-attendance of three Plan Group members.</p> <p>The Group Secretary to email Councillor Macandrais / Mr & Mrs Coleman advising of their exclusion from the group but more than welcome to attend meeting which are open to public</p> <p>Meeting closed 20.40</p> <p>Next full meeting 24th March in the White Horse</p>	
Signed	<p>.....</p> <p>Chairman</p> <p>Date</p>	