

Neighbourhood Planning Group - Meeting Notes

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| Date: | 19 th January 2016 |
| Venue | The Botley Centre Committee Room, High Street Recreation Ground, Botley SO30 2ES |
| Meeting Chairman: | Cllr Ian Bennett |
| NP Group Members | Cllrs C Mercer , Vanessa Bord, Lesley Bowler and Mr Derek Oswald. |
| Also present: | Mr Dave Burrough |
| Members of the public: | None |
| Apologies for absence: | Cllr Graham Hunter, Cllr Stephen Radmore & Mrs Jean Sutton |

Reports:

Vanessa has contacted Botley Primary School and is waiting for a response.

Ian reported that Highways Working Group has been merged with the NP Group,

The bulk of the meeting focused on finalising the questions of the survey.

A rough timeline for the next few steps was agreed as follows:

29th February 2016: Survey/promotional document to be finished, printed and distributed to all residents of Botley Parish.

14th March 2016: Deadline for surveys to be returned to the NP group for analysis.

28th March 2016: Analysis of returned surveys to be completed and a report produced.

18th to 20th April 2016: Initial public “Exhibition” to explain to the public and stakeholders the purpose of the Neighbourhood plan, its primary objectives and limitations. To encourage leaders of organisations, community groups and other to participate in future planning meetings.

It was agreed that Ian, Vanessa, Lesley, Stephen and Derek would meet on Thursday 28th January for prepare a draft Survey document and press releases to be ratified at the next NP Group meeting.

It was agreed we would apply for funding to pay for the printing, posting and return postage of the Surveys.

Actions agreed

Ian to discuss the application for funding with Janet.

Ian to obtain and email to all group members a the list of stakeholders that the group produced.

Derek to produce some draft press releases for Radio, newspapers etc.

Colin to investigate use of Jubilee Hall for Initial 3 day public exhibition in April.

Colin to add Mr Dave Burrough to the NP Group mailing list.

All group members to read up on “Building an Evidence Base” to ensure we know how best to proceed.

Date of the next NP Group meeting – 19:15pm, Tuesday 2nd February 2016.