

Notes of Neighbourhood Plan Steering Group Meeting, Thursday 29th September, 16.00

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Present: Paul Dowse, Oliver Bird, Liz Sanders, Michael Hinman, David Salkield, John Nowell, Jasmine Hopkins, Michael Haley (came in part way through)

Apologies: Christopher Clark, Frank Payne, Maureen Burns-Jones, Ann Lewis

Matter Arising:

- Liz has some background notes from Roger Ranson on Call for Sites and handed round to the Steering Group - the notes are intended as a statement of facts if we're to talk about Call for Sites.
- Green dot on our map is bigger than on Call for Sites - RCC have put forward Catmose building as potential multi-purpose or business
- A breakdown of migration has been sent to Liz (doesn't relate to new builds). Will be put on the website
- Liz has received a report on the Strategic Housing Assessment, handed to Paul to put on website - **Ann to pick this up please**
- David reported from his working group meeting that the Cultural and Leisure Strategy referenced another long and comprehensive document, although this was considered now as out of date.
- Liz reported that Sue Webb, from Barleythorpe Residents Association, is very interested in helping and CC/MH has asked to join their Working Group.
- Oliver reported that Ben Stevens has been in touch via the email response and should he invite him to the group? It was proposed that Ben be approached to join the Steering Group (subject to approval of Chair and Oakham Town Council reps). LS to discuss with MJH
- Interested people should be sent application forms to join WGs (copy on Google Drive)
- Alan Hodgkinson has also shown an interest in joining - Liz to arrange a meeting with MJH to consider
- Quote for banners is due imminently
- Liz said that today's focus would be to concentrate on event information and questions by topic

Event Information and Questions by Topic

- What is the purpose of the event - as agreed at last meeting
 - Raise awareness
 - Engage and share information

- Gather information (to get us closer to forming a Vision and Objectives)
- Record and collate information
- Oliver asked for clarification on how it will work - are we asking closed or open questions, yes/no answers - what is the best way to attract people, bearing in mind the working groups have been preparing three questions. Liz stated that she doesn't want questions with just a yes/no answer - there may be other options which prompt people to consider options to answer in another format.
 - LS will organise two or three people to sit together to put draft 2 sided question sheet together drawing on all the suggestions and areas put forward
 - Need to be able to say "here's the evidence"
 - Need to appeal to everyone and make aware of the options available, then have information to give to people
- **16.45 Michael Haley arrives**
- Oliver reports is happy that a lot has been done already over the years with residents (re: town centre) and now wants to communicate with businesses and feels the best place to do this is at The Victoria Hall. Requested C&E WG comes up with a Flyer for the event. Needs to plan a means of distribution and come up with a date, then feed back to Steering Group. Business and Town Centre WG's to work together with this
- Each working group went through background information collated so far and possible questions for the event . Ann had left her questions with LS before holidays.
- Need to ensure people have as much information as possible about the Neighbourhood Plan in preparation for the survey next year. This means we all need to know each WG background basic facts.
- Useful to have examples of how a Neighbourhood Plan has benefitted people "this is what it can do"
- Healthwatch have offered to share evidence

Outstanding Actions

- An event in the town centre market still to be confirmed
- Quotes for banners to be forwarded (now done)
- Meeting of 13th October is the WG briefing - need to invite members

AOB

- Oliver gives his apologies for the meeting of 6th October
- Paul reported on google analytics
- Surveys - there are companies who can do it. Do we do one to each household? (Yes) People can access another copy from website or hard copy from OTC ?
- Oliver reported that Q6 of the Local Plan refers to future of new housing in Rutland

Date and time of next meeting

Thursday 6th October 4.30p.m. (changed from 4.00pm)

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