

NOTES OF THE MEETING OF THE OAKHAM AND BARLEYTHORPE
NEIGHBOURHOOD PLAN STEERING GROUP
held on 23rd. July, 2019 at the Victoria Hall at 5.00 p.m..

Present: Christopher Clark (CC) (chair), Paul Dowse (PD), Chris Marsland (CM), David Salkeld (DS), Janet Hughes (JH) and Michael Hinman (MH) (minutes).

Apologies: Joy Clough (JC), John Nowell (JN).

Minutes of the meeting held on 11th. July were agreed and signed.

Matter Arising: PD and DS agreed to take the three photographs needed to represent the “Important Views” of the parish church and Castle, the town from Burley Hill and the approach to Oakham from near the A6003-B641 junction. Although it had not been used in the Plan, the cache of photographs already included one of Brooke Road fields from Brooke Road.

CC agreed to provide a ‘soft’ of the review document provided by John Bayes of Open Plan

Preparation for the Section 16 Consultation

Since the previous meeting, CC had circulated for Open Plan a specimen of the Consultation Summary which was needed for this stage, the data for which was already in the Plan at pages 12-17, but needed to be presented in such a way that it would show that the Group had done its work thoroughly.

Each event should have paragraphs as follows:-

- > **Overview** – the introduction
- > **Why the event was organised** – the rationale
- > **The Event** – arrangement, times, location, publicity, attendance and results - what happened at the event itself, activities, number attending and a conclusion.

It was agreed that the different types of event should be shared out for this as follows:-

- > **Walkabouts** – JH and JC (JH to invite JC to participate).
- > **Public consultations** in supermarkets – PD.
- > **Public consultations** in the library / Victoria Hall / Farmers' Market / Late Night Shopping – MH.
- > **Initial Meetings** including the Big Survey and business consultation – CC.

PD would draft a format which others could follow, and it was hoped to complete the exercise by the end of August.

Next Meeting would be at OTC at 3.00 p.m., 1st. August.