**Moreton-in-Marsh NDP Working Group**

**Minutes from meeting Wednesday 19th September 2018**

**Present:** Sam Ayton-Hill, David Ayton-Hill, Christopher Hughes, Sue Heady, Rosemary Mason, Clive Webster, Lisa Davies

**Apologies:** Peter Richardson, Deborah Richardson, Rachel Coxcoon,

1. **Actions from last meeting and Matters Arising.**

SA-H advised that CD/ MIMTC Clerk, has added the NDP Working Group meeting dates onto the MIMTC Meeting Table spreadsheet. Meetings have now been agreed for every 3rd Wednesdays at 6.30pm.

**Action - SA-H to circulate a list of the 2019 meeting dates to the Group.**

Stakeholders List – awaiting updated list from RC. We have also had a list from Eileen Viviani, MIMTC, CW to e-mail this list to SH to cross reference with our list. CW suggested having the list in electronic form open to the whole group so that we could add contact details for the stakeholders as and when we receive them. Noted that there should still be a master document to refer back to.

**Action – RC to update list and send back to SH. CW to e-mail list from Eileen to SH for cross referencing. CW to set up the electronic version of the list.**

Moreton Nextdoor platform - SA-H expressed thanks to CH, SH and RC for keeping on top of the comments/responses on Nextdoor.

Recruitment Flyer – some feedback already. There was concern that Budgens have taken their flyer down.

A MIM NDP e-mail account has been created – moreton2031@gmail.com

SA-H advised that we had received great news from CDC in that they have accepted the Neighbourhood Area Application form.

**Action – SA-H to seek clarification as to whether this is now out for/subject to consultation or whether it has been fully approved.**

SA-H has asked MIMTC Clerk, if there was a list of Section 106 monies. Advised that there was not a list but it was suggested that it would be helpful to have a wish list of projects priced up ready to present to future developers. Noted that there may be an opportunity with the Spitfire/Dunstall Farm application - the Group agreed that it would be helpful to ask CDC Planning what S106 monies are in place. CW advised that the next Planning Committee Agenda would include ‘Wish list to be drawn up by Committee’, to consider which projects could be achieved using Section 106 monies. Noted that CIL won’t come in until April 2019.

**Action – CW to contact CDC Planning and GCC S106 Officer.**

Joseph Walker, Community Partnerships Officer from CDC has confirmed that he will come to our next meeting on the 17th October, with one other colleague. It was suggested that a brief was drawn up to send to Joseph in advance.

**Action - SA-H to invite Planning Committee, CDC Councillors Alison Coggins and Robert Dutton, and the three resident volunteers to help with the NDP to also attend the meeting.**

Locality Conference on 7th/8th November in Bristol – SA-H advised that no replies had been received yet for attending this conference, although CW & SH have since expressed interest in attending.

**Action – SA-H to approach MIMTC, as funding approval needed from Council. SA-H to request funding for 2 x 1 day tickets.**

1. **Feedback from Planning Committee Meetings on the 22/08 and 12/09.**

CW confirmed that the NDP’s Terms of Reference had been approved by MIMTC.

CW updated the Group regarding the response letter to Lord Dulverton. CW discussed the Group’s intention to write a letter to give legitimacy to what the Group had agreed. The letter has since been simplified and now subject to full Council approval, as there appears to have been some confusion initially.

**Action - CW to circulate copy of the letter.**

CW advised that membership of this Group had been approved, including the 2 MIMTC Councillors (CW & RM). CW also advised that it had been approved for a representative of the Group to attend Planning Committee meetings when relevant.

CW advised that the Town Council Website was being updated to reflect NDP is in progress of being set up, this will go live soon.

Date for Diary – Spitfire and Dunstall Farm application, due in mid-October. Noted that the Spitfire site have now changed plans to develop 250 houses on the land that is available. They have commissioned a Highways Report, passed by Gloucestershire Highways. The Group queried traffic implications, LD suggested linking up with other future transport links i.e. cycling, walking routes. DA-H suggested that we could perhaps put an early indication in the NDP regarding the importance of walking/cycling routes and connectivity across Moreton in Marsh. CW emphasised that the suggestion of a Community Centre (included on the list of questions on the Spitfire questionnaire), was based on previous views of previous Councillors. CW advised this is not the view of the current Town Council.

Parking Committee – the group felt it was important to build links with this Committee and understand what they are focussing on, how this will link into the NDP, and what else the NDP might need to look at.

**Action – Eileen Viviani to be invited to next meeting as it was agreed that the NDP need to liaise with the Council’s Parking Committee.**

CW advised that the NDP will be a fixed standing item on the forthcoming Planning Committee agendas.

1. **NDP Comparison Exercise.**

The Group reviewed a number of different NDP’s from around the area and discussed the structure, approach, policies and design and accessibility of the plans.

**Action – All to send completed forms back to SA-H as a record of this exercise.**

1. **Discussion regarding the Formation of Sub-Groups.**

SA-H advised that we had received about 8 e-mails to the NDP e-mail account, following distribution of the flyer. All of these have been responded to and so far 3 volunteers have come forward. One of the volunteers was keen to join the main Working Group and had a valuable skillset which wasn’t currently represented on the group. SA-H proposed to offer this volunteer the opportunity to join the main Group, and the other two volunteers to be invited to join sub groups. Agreed that all three volunteers should be invited to the meeting on 17/10. Noted that we are waiting to hear back from the other residents who have made contact. It was agreed that there was a need for some key themes to start the Sub-Groups off.

**Action - Request for everyone to email SA-H suggestions for themes for the Sub-Groups, by 28th September.**

1. **Logo / Website/ Communications**

Logo - PR has been leading on this, and has sought permission from Braintree District Council, for permission to use their logo and adapt it, this permission has been given. CH had another logo option which was shared at the meeting. Both logos were discussed and the Group agreed to proceed with the Braintree District Council logo, but to re-draft the wording, adding in our slogan - ‘Moreton 2031 Shaping our Future’.

**Action – PR to add our slogan to the logo and circulate.**

Website - CH advised the Group of a free online tool ‘Wicks Website Builder’ for creating websites and shared an example of what one could look like. It was agreed that CH would create and manage a NDP website which would contain meeting papers, a contact page, with useful links back to local plan, our NDP overview document etc.

**Action – SA-H to e-mail relevant documents to CH, CH to create website and share with the Group.**

Facebook page / Nextdoor - The Group agreed we should have a Facebook page, SH agreed to create and update the Facebook webpage –‘Moreton 2031’ and to update the Nextdoor platform at the same time when updates are posted.

1. **Meeting with CDC**

SA-H handed around a suggested brief from PR, as he was unable to make the meeting. Agreed this would be an opportunity to put forward ideas and suggestions, in advance of the meeting with Joseph Walker.

**Action – All to submit ideas for the brief to SA-H by 28th September.**

1. **Time Plan / Actions Going Forward.**

CH advised the Group of a possible option of Lottery Funding – the Group could apply to get lottery funding for an activity. Need to agree what activity could be applied for.

**Action – SA-H to ask MIMTC Clerk for clarification of budget funding for the NDP from MIMTC.**

SA-H suggested having two meetings in October, as the meeting with JW is likely to take up most if not all of the meeting scheduled for 17/10. The Group agreed to hold a normal meeting on 22/10, subject to the MIMTC Offices being available, and to invite Eileen Viviani to this meeting for the update from the Parking Committee.

**Dates of next meetings:**

**17th October –** Meeting with Planning Committee and Joseph Walker + colleague.

**22nd October** – Normal Meeting + update from Parking Committee if Eileen is able to attend.

**Action – SA-H to ask MIMTC Clerk if the Group can book the room on 22/10.**