

Cople Neighbourhood Plan Group

Minutes of Second meeting, 30th November 2015 at 20:00

Cople Village Hall

Present: Lesley Cole, Steve Halton, Judith Howard, John Peck, Ged Peeke, Del Armitage, Catherine Bayliss.

Apologies: None

- SH, LC and DA met with Cliff and Jemma at BRCC on 10.11.15 to discuss ways forward with the NP, Housing Needs survey, funding, GI Plan etc. It was clear that funding is our current highest priority. A grant from 'Locality' (up to a maximum of £8k) would cover all our costs of producing the NP. BRCC would deliver the GI Plan, with costs coming from the Locality funding. SH and LC to put together a funding application to Locality.
- JP has researched other NPs from a range of local communities and similar sized villages. A particularly good example is the NP produced for the village of Broughton Astley Leicestershire. JP to email to group.
- Promotion of the NP - Northill has banners in the village creating awareness of their ongoing NP and a company called 'Greensand Graphics' designed the banners. They are also using a planning and localism company called 'Navigus' - <http://www.navigusplanning.co.uk/> BBC have a Customer Feedback Officer (Pritti Meela) who can help considerably with the questionnaire, general promotion, data analysis, feedback etc. LC to email the officer.
- Questionnaire – the group looked at some examples from the questionnaires completed during the Village Fete and it was felt that we need to create a spreadsheet with grouped areas of comments which records the key points. DA to produce spreadsheet analysing the data collected and scoring the results. This will then act as a baseline and as evidence.
- Banners – number and locations in the village were discussed and it was felt that one should be enough. The churchyard corner was proposed but will need approval from church Diocese; JH will check. Design of banner was also considered and DA will speak to Huw Walker with regard to this.
- NP website – we need a separate, but linked, website. Ian Whiting may be able to do this and LC to ask him as a first option. Failing that then Monique may be able to help. The website needs to be a simple design, accessible and with easy to understand questions and advice.
- The NP group needs to develop a programme of timeline with key dates and timings.
- The BBC Local Plan consultation ends 14 December 2015.
- DA has looked at ways of assessing the 'Call for Sites' and distributed some examples. A matrix-based spreadsheet would be best; maybe using a traffic light system highlighting suitability.
- GI Plan – SH will get a firm quote and timings from BRCC for producing a GI plan.

Actions:

- JP to email Broughton Astley NP document to group.
- SH and LC to put together a funding application to Locality.
- LC to email Pritti Meela at BBC to discuss help with the Cople NP.
- DA to produce a spreadsheet summarising information from the Cople Village Fete questionnaires.
- JH will seek approval from church diocese for hanging promotional banner in churchyard.
- DA to speak to Huw Walker re; design of banner.
- LC to check with Ian Whiting re; development of website.
- LC to contact Sonia Gallagher (BBC) re; development of Cople NP group.
- SH to contact BRCC for quote and timings for producing a GI Plan.
- GP/LC to add update news in the parish magazine.
- All Cople NP group members to email LC with contact details which will be sent to all members as a group email. All happy with this.

DONM: Monday 11 January 2016 at 20:00 in the Village Hall.