

## **GOODWORTH CLATFORD NEIGHBOURHOOD PLAN (NP) STEERING GROUP (SG)**

### **RECORD OF MEETING WITH TVBC PLANNING REPRESENTATIVES 6 OCTOBER 2016**

<b>Location</b>	Green Meadows, Goodworth Clatford
<b>Present</b>	Peter Kiddle (PK); Bob Houghton (BH); Geoff Scard (GS); Ros Stockdale (RS)  TVBC staff: Mr Andrew Pilley and Mr Graham Smith
<b>Time</b>	7 pm start; 8.45 pm finish
<b>Agenda</b>	The meeting had been arranged to enable the SG to receive advice from the TVBC and discuss the process of developing the proposed NP for Goodworth Clatford.

#### **Item 1 – Progress To-date**

PK summarized the progress made since the Parish Council authorized the formation of the NP Steering Group on 1 Sep 16. A survey questionnaire had been distributed to all electors in the Parish and, to-date, there had been a return of over 70%. The SG aim was to achieve a return of 80% to demonstrate, clearly, full parish participation in the process.

#### **Item 2 – Next Steps**

The SG sought advice on the next steps in the process. The TVBC staff were of the opinion that the survey questionnaire was well drafted and presented and they believed that the 70% response was most satisfactory. Whilst there was nothing to be lost from seeking a greater return, there was now sufficient information for the SG to proceed.

Parish Council approval would be required for the setting up of 4 or 5 working groups to carry the task forward. A Parish launch event would be appropriate at which volunteers would be sought.

The TVBC staff advised that they would be able to help with the setting of objectives or, alternatively, the SG could contact Donna Moles who was partnered with TVBC as a consultant and available for a maximum of 3 days before the end of October. This consultation was already funded. The aim would be to set up a meeting between her and the SG members to seek specific advice on objectives and the production process for the Goodworth Clatford NP.

TVBC staff would be available at all stages for procedural advice but were not able to provide a template for preparation of the final NP for submission to the examiner.

### **Item 3- Gaining Evidence**

The process for gaining evidence through the operation of working groups was discussed. The importance of provision of evidence for all stages of the consultation process was emphasized.

G T SCARD

16 Oct 16