

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

RECORD OF MEETING WITH CONSULTANT 4 NOVEMBER 2016

Location	Green Meadows, Goodworth Clatford
Present	Peter Kiddle (PK); Bob Houghton (BH); Geoff Scard (GS); Donna Moles (DM)
Time	2 pm start; 3.30 pm finish
Agenda	The meeting had been arranged to enable Donna Moles, a consultant employed by TVBC, to advise the SG on the production of a neighbourhood plan, with particular reference to the Goodworth Clatford scenario.

Item 1 – Steering Group Terms of Reference

Action 1 DM would assist by forwarding draft TORs for the SG.

Item 2 – Scope of NP – Site selection

It was agreed that the survey results to-date indicated that land allocation and site selection would not be required in the Goodworth Clatford NP.

Item 3- Recording of Activity

DM advised that all NP events should be advertised and a log of events should be kept from Day 1. A website should be created with all activities placed on it to provide evidence.

Item 4 – NP Vision

The vision should reflect what the Parishioners want the village to be in the future. It was agreed that the SG members would provide draft NP vision statements but that the final version should be agreed after consultation at a village meeting. The objective of the NP would be to achieve that vision. The policies drafted in the NP would be aimed at achieving the vision and would be phrased as positive, rather than negative, statements.

Item 5- WG Structure

DM advised that, with the existing SG membership, it would be logical to form four WGs, rather than five, covering: WG 1 - Housing; WG 2 - Community, Infrastructure and Amenities; WG 3 - Travel, Transport, Business and Enterprise; WG 4 – Environment and Countryside.

DM would provide a copy of the Robertsbridge NP to provide guidance for the drafting of WG objectives.

Item 6 – Content of NP

The NP questionnaire was capturing a lot of data some of which would not be used as primary NP material. Much of the extra information would be appropriate for a Parish Plan format. It was agreed that this extra information should be included in an annex to the NP.

It was agreed that the Parish profile should be included in the NP.

Item 7 – Community Involvement

DM advised that the SG should identify other village groups to involve in the production of the NP. eg the WI

Action 2 – PK to contact the WI

It was agreed that other Parish Councils would be contacted during the drafting of the NP.

Item 8 – Policy Drafting

It was agreed that on completion of the WG tasks and the accumulation of evidence it would be advisable to use a planning consultant for the drafting of NP policy statements.

G T SCARD

13 Nov 16