



# Parish of Arne

## Neighbourhood Plan Steering Group Meeting 6<sup>th</sup> March 2014,

**Present:** Cllrs A Pellegrini (AP) - Chair, R Scragg (RS), B Kenward (BK), C Macleod (CM), V Ward (VW), A Crocker (AC), R Kenward (RK), R Scragg (RS)

**1. Apologies:** Anne Pugsley, Michael Frenchman

### **2. Minutes of the meeting held on 10<sup>th</sup> February 2014**

It was noted that the group "Education, Recreation & Youth" had been omitted from the list of sub groups. This is to be headed by AP. Once this amendment is made, the minutes were agreed and signed by AP.

### **3. Declaration of Interests**

This item is not necessary for the Neighbourhood Plan meetings.

### **4. Terms of Reference**

A copy of the Terms of Reference for the Bere Regis Neighbourhood Plan had been issued to all members to act as a guideline. It was agreed that we would use these terms as a base and adjust them accordingly.

It was agreed that the minutes of the Steering Group meetings, together with the Terms of Reference will be included on the web site. This will be maintained by RS. AC will send the confirmation letter regarding the Neighbourhood boundary to RS for inclusion.

### **5. Progress on housing survey**

This refers to the Housing Needs Survey issued by PDC. The return date has now passed and a report will be sent from Chris McDermott setting out the results of the survey. This will normally take about 4 weeks.

### **6. Report back on progress through PDC's Draft Project Plan, including HRA and SEA**

Before moving on to discuss this, RS proposed that AC be as Clerk to the Parish Council is included on the Plan. This was seconded by BK and agreed unanimously. Some time was then spent on working through the Draft Plan suggested by PDC.

- a) Get the community on board – this has not yet been done but will be achieved by holding an Open Day.
- b) Forming a steering group – this has been achieved.
- c) Agree project plan with PDC – this refers to the Plan boundary and this has been done.

- d) Training – this refers, in part, to the meetings held with PDC and the transfer of information.
- e) Define NP area and apply to PDC for designation of the area – this would appear to be a duplication of (c).
- f) Produce a communications strategy – hold an interactive meeting – visioning and explaining NP. This will be held once the groups are formed. Further communication – RS will update the original poster to A5 form and include a date for the first Information Day. It will be posted to every residence in the parish, put on notice boards and on the web site. AC will contact PDC to find out what evening the officer will be available – preferably a Thursday at 7pm. We would then be able to invite the Young Farmers, who use the village hall on Thursdays, to attend the meeting and get their perspective on the Neighbourhood Plan. RK reminded everyone that the web site had the facility for residents to register their e-mail address on line and sign up to receive information regarding the Plan. BK suggested a possible incentive – anyone attending the Information Day should put their name, address and e-mail on a piece of paper. A draw will be taken later in the day and the winner gets a bottle of wine. We would need to stress that individual’s details would only be used for the purposes of the Plan.

This is as far as we can reasonably go at the moment, as the next phase is to develop the vision and the objectives which can only be done once the working parties are formed.

The purpose of the first information day will be get volunteers on board and to start building an e-mail list.

BK reported that she had been in contact with Stephen Calver of Bournemouth University and he was happy to help. She has also started looking through the questions put forward for the Parish Plan in order to get some correlation.

AC reported that no definite response had been received from PDC regarding the SEA other than they will discuss responsibility nearer the time. With regard to the HRA, it will be the Parish Council who will have to pay to have this done and some companies will be approached for quotes.

## **7. Vision Statement**

Members had all been asked to think of a Vision Statement. AP had looked through all those received and produced the following based on all of them –

“Arne Parish has a unique natural environment formed by past cultural, economic, social and agricultural practices. Whilst recognising and protecting its heritage, we seek to encourage change, both environmental and economic, that will develop the community and its charm, while ensuring its sustainability and viability, so that all its residents, whether young or old, continue to live in a community where they feel safe, cared for and happy.”

It was unanimously agreed that this Vision Statement is adopted in the first instance. For the purpose of the first information day, PDC will be asked to print this in large form and it can then be displayed for people to put their comments against.

Potential volunteers will be told that they would be required to attend approximately 4 meetings, leading to a survey and presentation of the results.

It was felt that we should aim at March 2016 for completion of the Plan.

AC reported that PDC are able to provide address labels for all properties in the parish but they would only say "The Occupier". As there is a danger that many people would class them as junk mail and not even open them, printing "From your Parish Council, important documents enclosed" on the envelopes may prevent this from happening.

AP will sort out a revised time scale ready for the next meeting.

## **8. Lessons to be learnt from Cerne Abbas**

It was generally felt that the Plan was very broad in its comments but was useful in acting as a guide.

## **9. Consultation process and analysis**

Stephen Calver will be invited to attend the next meeting. He can then guide the working party leaders with their questions. BK will check to see if he wants the questionnaire to go on-line or if it would be easier to have it as a hard copy only.

AP suggested inviting ourselves to the Young Farmers meeting to talk about the Neighbourhood Plan and, hopefully, get a few of them on board.

BK will continue to talk to Kingston Maurward and Nigel Barnes has said he would contact Alan Morgan. BK will telephone Nigel. Jane Williams of the Purbeck School has expressed an interest and has offered to gather a group of about 4 youths to take part in the project. CM and AP will speak to her.

RK suggested taking another look at a Parish Council Facebook page but one that is purely for the Neighbourhood Plan and has a link to the web site.

## **10. Report back from working groups**

AP – recruited one person and Nigel is working on the Young Farmers.

CM – recruited Shelly Cranshaw, Rick (?), Anne Pugsley

RS & VW – have been speaking to Perenco

BK – invited Rebecca Lever (Geography graduate), Karen Wright, Stephen Calver

VW – her son, one of the ladies from Corfe Road, Nick Jacobs

Other suggestions were Ben or Caroline Buxton from Corfe Road and Tim or Angela Salter

It was agreed that the optimum number per group would be between 6 and 8.

AP will contact Ian Jenkins

AC will see about getting some more of the Locality books.

Each group leader will write a few lines covering the aim of their group.

## **11. Action planning with time scales**

AC will contact PDC regarding a suitable date for an officer to address and Information evening. To be held on a Thursday – 24<sup>th</sup> April or 1<sup>st</sup> May.

The next meeting will be held on Monday 7<sup>th</sup> April.

There being no further business, the meeting closed at 8pm.