



Parish of Arne

Neighbourhood Plan Steering Group Meeting 23rd July 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), D Hunter (DH), I Jenkins (IJ), R Bessant (RB)

1. Apologies: A Pugsley (APu), A Wakefield-Sutton (AW)

2. Survey Questions: final consideration and Bournemouth University's input – RK/SC

RK presented the formatted questionnaire, covering 8 sides of A4. Discussion took place and some amendments were made. AC to check the questions in relation to the June meeting discussion and everyone present to proof read the paper. All amendments must be back with RK by 30th July. **Action - All**

Q35 regarding the building within the by-pass. BK asked if everyone was happy with this question or should it be re-worded to allow building beyond the by-pass. It was felt that the by-pass represented a natural barrier to planning and the question should remain in its existing form.

Once the questionnaire has been agreed by members, it will be sent to PDC for confirmation/comment.

3. Pre-amble to survey – AP

Discussion took place regarding the wording and some amendments were made.

The question of including the raffle tickets was raised. It was felt that this would act as incentive to some residents who would not otherwise complete the form but it would have to be carefully managed. RK will speak to SC regarding tickets for those who complete the survey online. BK offered to speak to Imerys to see if they would be willing to offer additional prizes. It was suggested that each questionnaire is given a unique number but this was discounted as some residents may feel this was a way of tracking their details and may be put off completing the survey. **Action – RK/BK**

The survey is to go out in September and residents will be given 4 weeks to complete and return them. The boxes will be emptied on a regular basis. Reminders will be sent to everyone towards the end of the survey period.

AC to redraft the pre-amble with all the suggested amendments.

Action – AC

Cost

AP reported that the cost of 2,000 8 page surveys will be £500.00. The Researcher's costs would be in the region of £600, giving a total cost of about £1,100.00. It will be necessary to draw up a letter of agreement between the Parish Council and Bournemouth University (BU).

BU will provide a web version of the survey at no extra cost.

AC reported that, although the application has been submitted for the Central Government fund for a grant of £6,997.20, confirmation has yet to be received. This process normally takes about 10 weeks. In the meantime, there are sufficient funds within the Parish Council reserves to cover the cost.

4. PDC and the Service Level Agreement/Workshop – AP

Following the last meeting with PDC, it was agreed that the officer attending the Steering Group meeting will be by invitation only, rather than the quoted one day per month. It will also be possible to “save up” the days and use them in one go. It was agreed that the SLA will be signed at the Workshop. In addition, we also need clarification of the £5,000 PDC are holding with regard to Central Government funding.

Workshop - A sub-committee of the Steering Group, consisting of AP, DH, CM, RS, BK and AC, has been formed and it will be these members that attend the workshop on Thursday 7th August, 2pm to 4pm.

5. Settlement Boundaries

AP to get project plan from Keith Childs (KC). BK reported that, at the last meeting, KC was dividing the settlement boundaries into 2 stages:

1 – tidying up the existing boundary where it goes through houses or does not follow defined linear lines such as field boundaries.

2 – enhancing the settlement lines to allow for areas where we would like to see new settlement.

The field to the south of West Lane could be one such site and is known to have gone to building control.

PDC have asked how we would wish to consult on revised settlement boundaries. It was generally felt that such a consultation should not be included with the questionnaire as it may detract from the main purpose. Instead, we will gather the results of the survey and then hold a village meeting in order to explain the findings. At that meeting, we will ask residents for their thoughts on suggested amendments to the settlement boundaries.

It was noted that provision of village halls, allotments, other community facilities and affordable housing were exempt from the 400m heathland ruling. This was reported by KC at the meeting with PDC.

6. Next Steps

- All amendments to the questionnaire to be returned to RK by 30th July 2014
 - Survey to be vetted by PDC in order for it to be discussed at the work shop
 - 7th August, sub group to attend PDC work shop – AP will e-mail the notes from the work shop to all members of the Steering Group afterwards.
- Action – AP**

- 8th September; survey to be sent out to all residents
- 8th October, closing date for surveys
- Newsletter – AP will write a July newsletter which will go on to the web site and out to all those who registered at the Information Evening **Action - AP**

7. Date of next meeting

The next meeting will be on Thursday 28th August, 6.30pm at Evershot in order to go through the final version of the questionnaire and arrange distribution.

There being no further business, the meeting closed at 20:05pm