

# Kimble Neighbourhood Plan

16/08/2017

## Next meeting 05/09/2017 @ Stewart Hall committee room.

### Attendance:

James Good, John Austin, Tim Shirra, Zeena Shirra, Alun Jones, Doug Skinner, Sue Howgate, Roger Howgate, Gerald Redding, Delia Burton & Leo Todd.

### Terms of reference and roles:

In the process of walking through the proposed terms of reference for the Kimble Neighbourhood Plan working group, it was decided that the following working group roles be allocated:

Chairman:	James Good
Secretary:	Tim Shirra
Project Manager:	Zeena Shirra
Finance Co-Ordinator:	Delia Burton
Communications/Community	
Engagement co-ordinators:	Sue Howgate / Leo Todd

### ***Actions ensuing***

@ JA to incorporate proposed amendments to the draft TOR with a view to signing off at the next Working Group meeting.

### Community consultation questionnaire

Discussion was had around the key purpose of the questionnaire and it was agreed that although the primary objective of the questionnaire was to gather the parish community's preferences on proposed location, concentration and distribution of dwellings, some consideration should be given to eliciting people's preferences on a potential policy of supporting appropriate, sustainable economic/commercial development that would benefit the parish.

### ***Actions ensuing:***

@ RH to coordinate development of the draft questionnaire in time for the next meeting, fronted by a contextualising summary page which could include key statistics/facts/trends from the survey RH has already conducted and which will help 'set the scene' for the questionnaire.

@ All to familiarise themselves with similar questionnaires, such as the Bledlow and Brendon ones, and aim to incorporate good examples from these into the Kimble one.

### The Plan:

The working plan submitted in the meeting agenda was approved with a few updates to it from ZS.

Stage 1,2 & 3 completed

Stage 3, RH has agreed to prepare the questionnaire and a summary page for the next meeting to be approved (see above action).

JA agreed to adapt the Bledlow plan to suit Kimble. TS agreed to work on developing the template.

@ TS to obtain Bledlow plan template and produce initial template for next WG meeting.

@ DKB to arrange the next meeting with Stewarts Hall for the 5/08/2017 then after the 3<sup>rd</sup> Wednesday in each month.

@ JG to send copies the discussed consultants' proposals for consultancy to WG members, and possibly invite representation from these potential suppliers at the next meeting, with a view, if favourably received, to the WG making recommendation for approval at the next council meeting

**Next Meeting:**

Objectives for next meeting:

1. Gain budget approval from the PC
2. Approve questionnaire for parish consultation (pending final input from consultant
3. Agree mechanism for avoiding multiple responses by single parties while maximising response from different parties in the parish
4. Approve printing instructions to distribute questionnaire in the sept/Oct parish magazine.
5. Sign off Kimble Development Plan Working Group Terms of Reference to be completed.

Approved by:

**Chairman** .....

**Secretary** .....