

Fenny Compton Neighbourhood Plan Steering Group Meeting
4 September 2017, 7.30pm, Merrie Lion

Notes & Action Points

Present: Derek Carless (DC) (in the chair), Michael Guest (MG), John Wickenden (JW), Roly Whear (RW), Gareth Joyner (GJ), Hilary Birkbeck (HB)

Agenda item	Description	Action
1	Apologies Sarah Phillips (SP), Rolf Schubert (RS)	
2	Review action points from 26 June All actions complete or covered by this meeting's agenda.	
3	Survey Update	
A	Environment RW RW has organised hedgerow survey training at the village hall Friday 8 September. All invited. Following this, participants will provide information on hedges for the environment survey.	ALL
B	Heritage JW The Group agreed that the heritage report is due for completion Spring 2018. JW to circulate gazetteer of heritage assets to the Group for information and to suggest additional non-listed assets.	JW
C	Landowner liaison DC As the parish's obligations under SDC's core strategy are met through the Compton Buildings site and other permitted developments, there is no pressure to contact landowners about further sites. DC asked to remove this standing item from the agenda. Landowner liaison will only become relevant to the plan if the main survey identifies additional development needs. The Group agreed.	
E	Business HB HB has been in touch with contact at Tysoe. They attached the business survey to the housing needs survey. This has already happened, so the Group needs to consider another method. The Group discussed how the business survey could demonstrate demand for non-residential properties. This would need to be targeted at small businesses' landlords. HB to ask who Smiffs' landlord is. HB agreed to put together a draft survey for discussion at the next meeting.	HB HB
4	Publicity To gain interest in the main survey, people in the parish need to consider that development poses an existential threat to village life. The Group agreed that a good way to achieve this is to present a mock-up of the village with all the development plans put to SDC in the last ten years. DC to bring along planning applications that have been turned down in that period to the next meeting.	DC
A	Street Champions	

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	<p>The Group agreed to arrange an event for Street Champions in January 2018. This would set out how they can be involved in the plan and what they need to do. The event would train them up on the 'existential threat' publicity.</p> <p>DC needs a volunteer to organise this meeting. For discussion at the next meeting.</p>	ALL
	<p>Open Events</p> <p>The Group discussed broad outlines for a survey launch event in Spring 2018. This would be held at the village hall and give local people the opportunity to find out about the plan and complete the survey. For discussion at future meetings.</p>	ALL
	<p>Signs/Banners</p> <p>The group discussed signs. There was no clear agreement or actions.</p>	
6	<p>Website and social media update JW/HB</p> <p>JW reported that the website and Facebook are up-to-date.</p>	
7	<p>Finance update MG</p> <p>MG reported feedback from Brailes on grant applications. Everything has to have an estimate. The funds must be spend within the financial year they are granted.</p> <p>The Group will need funding for publicity, the main survey and report writing. Planning Consultants would write the report.</p> <p>MG suggested that the Group makes a modest application and a large application.</p> <p>MG suggested that the Group uses Parish Council funds for 'revenue' work and grant money for 'capital' work.</p> <p>The Group will need to consider how to tender out the work and obtain estimates – MG will investigate and report back.</p>	MR
8	<p>AOB</p> <p>None raised</p>	
9	<p>Date of next meeting</p> <p>The Group agreed the next meeting Monday 2 October 7.30pm at the Merrie Lion</p>	