



Steering Group Minutes

**Wool, Bovington and East Burton Neighbourhood Plan Steering Group
24th October 2018, The D'Urberville Centre, Wool, 7pm**

Present: Chris Yarnold, David Chalstrey, Malcolm Munro, Martin Hiles, Peter Wharf, Robin Shuter, Rod Webb, Steve Smith

Apologies: David Way, Frances Summers, Laura Miller

1. Attendance and apologies:

2. Minutes accuracy and actions:

DECISION: The minutes of the previous meeting were accepted as a true record

All actions from previous meeting completed except:

Sep18.A.1 SG members to assist Laura with the gathering of information on occupation of new builds in Purbeck – This will be done when required

Sep18.A.2 Steve will circulate his deeds and covenants for Purbeck Gate to SG members.

ACTION: David C has electronic copy which will save Steve having to scan in

3. Items for AOB:

4. Scoping a vision, aims and objectives:

Frances was unable to attend so Peter gave an overview of the Bere Regis Neighbourhood Plan experience instead

ACTION: Steve to circulate Service Level Agreement agreed with PDC

UPDATE: Done

ACTION: Steve to circulate Peter Wharf's contact details to SG members

UPDATE: Done

ACTION: Steve to circulate 'Wool Parish Plan – Action Plan 2011' to SG members

UPDATE: Done

5. Work stream leads and roles:

The workstreams will be

LOGISTICS (led by Chris)

which includes

Admin

WOOL PARISH

neighbourhood plan

Finance (Robin)
Project Management
Fund raising
Communication (Clare Smith)

INFRASTRUCTURE (led by Malcolm and Rod)

which includes

Transport
Community facilities
Green space
Playing fields
Environment

HOUSING (led jointly by David C, Laura and Steve)

which includes

Affordable housing
Planning policies
Site allocation
Design
Neighbourhood Development Orders
Community Right to Build Orders

BUSINESS (no lead yet)

which includes

Retail
Economy
Employment sites
Provision of business premises

It was noted that whilst infrastructure such as schools, health, public transport and car parking are not within the scope of a Neighbourhood Plan they could be commented on in an annex to the plan

UPDATE: Robin has since stood down from the group

6. Website progress:

Steve advised the meeting that the NP email contact@woolparishnp.com has been set up. This will be monitored initially by Martin and Steve. The domain name woolparishnp.com has been purchased and a basic website will be published in the next week or so.

ACTION: Steve to publish basic website



7. Briefing on the Neighbourhood Plan Steering Group to Wool Parish Extraordinary General Meeting on 26th October 2018:

ACTION: Martin noted Frances' email response and will amend his presentation accordingly. Any other comments should be sent to Martin

UPDATE: Done, revised copy submitted to Wool Parish EGM and read out by Cllr Rod Webb.

8. AOB:

8.1 Environment

ACTION: Steve to create an electronic version of Rachel Palmer's environment paper and circulate to SG members

UPDATE: Done

8.2 Community Infrastructure Levy (CIL) consultation

ACTION: Steve to circulate link to CIL consultation

<http://www.dorsetforyou.gov.uk/councillors-committees-elections/committees/committees-purbeck/council-meetings-purbeck/pdfs/2018/9-october-2018/community-infrastructure-levy-draft-charging-schedule-and-priorities-for-spending.pdf>

UPDATE: Done, see above

ACTION: Martin and Steve to prepare a letter to Richard Drax re consultation

8.3 Bovington representation

ACTION: SG to organise a walk around Bovington

ACTION: Martin to ask to represent NP at the quarterly meeting with MOD

9. Agree actions

10. Date, time and location of next meeting

The next meeting is 7pm on Wednesday 28th November, 2018

ACTION: Steve will look for a venue in Bovington