



## Steering Group Minutes

**Wool, Bovington and East Burton Neighbourhood Plan Steering Group  
25<sup>th</sup> September 2019, The D'Urberville Centre, Wool, 8pm**

**Present:** Martin Hiles, Chris Yarnold, Steve Smith, Robin Thorn, Frances Summers

**Apologies:** Peter Wharf, Laura Miller, Stuart Johnson, David Way, Rod Webb, Malcolm Munro

### 1. Public participation

There were no members of the public in attendance

### 2. Attendance and apologies:

### 3. Minutes accuracy and actions:

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

All actions from previous meetings completed except:

**Oct18.A.1** Steering Group to organise a walk around Bovington

Martin and Steve walked around the Cologne Road area in January but this action still needs to be done

**Nov18.A.1** Steering Group to establish contact with Natural England, Historic England and the Environment Agency at the earliest opportunity

**Feb19.A.1** Frances to share Savill's Ecological Delivery Report share with a member of the public who had expressed an interest in helping with environmental issues. This is not yet ready

**May19.A.1** Steve will create a post on Facebook asking for feedback on the experience of Purbeck Gate

**Aug19.A.1** Clare Smith to investigate the production of a branded banner for use at future events

### 4. Questionnaire update

There have been 61 responses so far, 19 on paper and 42 via the website



29 people attended the drop-in sessions

5. Review communication for the remainder of the consultation

**ACTION:** Steve to resend Martin's press release to the Steering Group (**POST MEETING UPDATE: done**)

**ACTION:** Chris to email local schools to raise awareness of Neighbourhood Plan

**ACTION:** Frances to contact Explorers to organise a Neighbourhood Plan session

**ACTION:** Martin to contact the local churches to raise awareness of Neighbourhood Plan

**ACTION:** Care Smith to continue Social Media campaign and to step up frequency of posts just before the deadline

**ACTION:** Steve to organise posters and questionnaires around the Parish in the last week before the deadline

6. Agree approach to analysing results of questionnaire

**DECISION:** The following approach was agreed:

(a) Enter the responses into a spreadsheet and highlight key themes

(b) Decide which key themes The Neighbourhood Plan can address and which themes have to be addressed elsewhere

**ACTION:** Frances will confirm how the Wareham Neighbourhood Plan carried out their analysis

**ACTION:** Steve to give Chris access to the questionnaire response (**POST MEETING UPDATE: done**)

**ACTION:** Chris to enter responses into a spreadsheet and highlight key themes

**ACTION:** Steering Group to analyse key themes at an extended Steering Group meeting in November

7. Discuss the need for external expertise

**DECISION:** External expertise will be required when developing the Policies for the plan

8. Prepare Parish Council update:

**ACTION:** Chris will prepare the update upon receipt of the minutes

9. AOB and items for the next agenda

Chris informed the meeting that there is £790.61 remaining of the current grant funding which is available until March 2020

# WOOL PARISH

## neighbourhood plan

**ACTION:** Robin will take responsibility for ensuring agendas on put up on the Parish Council notice boards

10. Agree actions

11. Date, time and location of next meeting

The next meeting is 7pm on Wednesday 23<sup>rd</sup> October, 2019 at The D'Urberville Centre, Wool