



## Steering Group Minutes

**Wool, Bovington and East Burton Neighbourhood Plan Steering Group  
22<sup>nd</sup> July 2020, via video conferencing, 7pm**

**Present:** Martin Hiles, Chris Yarnold, Steve Smith, Rod Web, Robin Thorn, Stuart Johnson, Frances Summers, Peter Wharf

**Apologies:** Malcolm Munro, 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 meetings completed or on covered by the current agenda except:

**Feb2020A1:** Steve will create a subfolder in the NP email account so that statutory consultees' responses can be stored

3. COVID-19 implications

If anyone feels the need to chat through any NP details/problems feel free to contact others for a socially distanced walk and chat

**DECISION:** The next meeting will be physical in Martin's garden

4. Feedback flyer update

The distribution process is taking longer than previously, probably due to the effects of lockdown/furlough.

**POST MEETING UPDATE:** The process is still taking a long time. Current prediction for flyer delivery is September

5. Working Group 1 update (Housing, Transport & Communities)

Martin copied and pasted from Dorset's 'made' Neighbourhood Plan's example policies for some of work group 1 areas to show what other areas have achieved.

Frances Summers' email with supporting links to each of our policy themes was extremely useful and will help us tremendously. We could put this into the document that Trevor Hales

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has agreed to produce so we have a comprehensive point of reference for what policies have been made in Dorset and what supporting evidence will be required for us to produce ours.

### 6. Working Group 2 update (Environment & Facilities) – Appendix A

### 7. Engagement with stakeholders

**ACTION:** Group 2 to make contact with Tony Warne and/or Rachel Palmer for any input needed

**ACTION:** Steve to update the website to reflect ‘the story so far’. Stakeholders will be pointed to the website

### 8. Rules and regulations of grant funding

According to Locality Wool Parish Plan is eligible for additional grant funding of around £8,500 because we are including Design Codes in our plan.

### 9. What are the steps required to achieve a referendum in May 2021?

**ACTION:** Chris to set up a ‘Risk Mitigation Register’ to include items on track/not on track/ may overlap with another which will become a monthly agenda item

**ACTION:** Chris to email all the most recent NP Project Plan to all

**ACTION:** Frances to modify NP Project Plan with realistic dates/timescales

### 10. Prepare Parish Council update:

**DECISION:** Chris to prepare update and Martin to attend council meeting

### 11. AOB and items for the next agenda

**ACTION:** Martin and Steve to investigate the use of a drone

**ACTION:** All to send any ‘rough’ work to Frances who will then advise

### 12. Agree actions

### 13. Date, time and location of next meeting

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The next Steering Group meeting is 7pm on Wednesday 26<sup>th</sup> August, weather permitting in Martin's garden otherwise via video conference