



Steering Group Minutes

Wool, Bovington and East Burton Neighbourhood Plan Steering Group 24th June 2020, via video conferencing, 7pm

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

Apologies: Malcolm Munro, Peter Wharf, 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

4. Feedback flyer update

DECISION/ACTION: Steve to apply for a grant of £550 for 3 months to fund the distribution of the flyer

POST MEETING UPDATE: The minimum grant allowed is £1,000 so Steve applied for that

5. Agree Group Terms of References (Appendices A and B) and general discussion on how the Statements and Policies will be delivered

DECISION: Appendices A and B were agreed subject to 2 alterations. A typo on the Group 1 document referencing Group 2 to be corrected and an explanation of the colour coding to be added

ACTION: Steve to amend

ACTION: Steve to set up a meeting with Frances, Martin and Chris to discuss the requirements for technical funding

ACTION: Groups to hold meeting between the main Steering Group meetings. Groups are to share minutes/notes on their meetings with the other group before Steering Group Meeting

WOOL PARISH

neighbourhood plan

ACTION: Steve and Martin to contact Trevor to ensure he is happy with the items he is to 'lead' on and to check and let Rod know if he happy to take part in a ZOOM meeting of Group 2

ACTION: Frances will email advice/ideas/starting points on our priority topics to Steering Group members

ACTION: Frances will share details of RTPI free webinars

6. Prepare Parish Council update:

DECISION: Chris to prepare update

10. AOB and items for the next agenda

ACTION: Steve to add the following items to the next agenda
'engagement with stakeholders'
'rules and regulations of grant funding'
'what are the steps required to achieve a referendum in May 2021?'

11. Agree actions

12. Date, time and location of next meeting

The next Steering Group meeting is 7pm on Wednesday 22nd June, 2020 via video conference

DRAFT