



Steering Group Minutes

Wool, Bovington and East Burton Neighbourhood Plan Steering Group 22nd April 2020, via video conferencing, 7pm

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

Apologies: Malcolm Munro

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

The 3,000 have been printed and will be distributed at an appropriate time

Neighbourhood Plan referendums have been postponed until May 2021

4. Additions to key themes

POST MEETING UPDATE: Trevor has analysed the comments to identify comments which we should consider although they are not statistically a key theme. The 54 comments identified are outlined in Appendix A.

5. How do we decide what are should be addressed in the first version of the Neighbourhood Plan?

ACTION: Martin will set up a video conference on Wednesday 6th May to go through the key themes (plus Appendix A) to identify what should be addressed in the first version of the NP, what should be addressed in later versions of the NP and what needs to be addressed elsewhere

6. Statutory consultees update

ACTION: Chris to add data on drop in sessions to the Consultation Statement and send to all



ACTION: All to read and feedback on the Consultation Statement

7. Baseline assessment update

ACTION: Martin to send out Village Character Assessment

ACTION: Robin to send out the completed part of the draft Baseline Assessment

ACTION: Robin and Chris to start to merge plan work produced so far

8. Review project plan

ACTION: Update Project Plan setting a date of May 2021 to be ready to go to a referendum and work back from there to set new dates for tasks

9. Finances update

POST MEETING UPDATE: Steve has submitted the grant return to Groundwork UK. £1,388.74 was spent of the £1,969 allocated leaving a total of £580.26 unspent. This money was due to be spent on the distribution of the feedback flyers which was delayed due to COVID-19

10. Prepare Parish Council update:

DECISION: The Parish Council update will be delayed until the next meeting

11. AOB and items for the next agenda

ACTION: Frances to continue analysing 'key themes' and highlight which areas a Neighbourhood Plan can address. Also to feedback on Housing Needs Assessment

ACTION: Chris will start taking pictures of the Parish

12. Agree actions

13. Date, time and location of next meeting

The next Steering Group meeting is 7pm on Wednesday 27th May, 2020 via video conference

PLEASE NOTE there is a video conference on Wednesday 6th May as per item 5