



Steering Group Minutes

**Wool, Bovington and East Burton Neighbourhood Plan Steering Group
26th June 2019, The D'Urberville Centre, Wool, 7pm**

Present: Martin Hiles, Chris Yarnold, Steve Smith, Rod Webb, Frances Summers

Apologies: Peter Wharf, Laura Miller, David Way, 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 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

May19.A.2 Steve will put live a very basic version of the website

3. Update on meeting land agents on 21st June

Martin gave a verbal update to the meeting and an update will be provided in the written monthly report to Parish Council

4. Grant Application:

Chris reported that a grant of £1,969 has been awarded. That grant is for the current year only and must be spent this year or it is lost. The grant is intended to cover the first

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questionnaire, the cost of hiring venues and communications materials e.g. stationery, and also the cost of a further questionnaire/playback flyer

5. Questionnaire update

The questionnaire (Appendix A) is now finalised apart from the points below

- (a) The return date needs to be decided once the communications plan has been drawn up
- (b) An additional place to return questionnaires in Bovington needs to be identified
- (c) The questionnaire should be tested on a small group of people who have no knowledge of Neighbourhood Planning etc to see if it makes sense

ACTION: Frances to identify a place in Bovington to return questionnaire

ACTION: All to give sample questionnaire to a suitable friend or neighbour to obtain feedback

POST MEETING UPDATE: Frances kindly obtained prices for printing and distribution but they are more expensive than the ones gained so far

6. Planning for questionnaire distribution and concomitant communications

ACTION: Chris will draw up a list of the actions needed to be done to distribute and communicate the questionnaire

DECISION: Once the questionnaire has been distributed, a 'Public Participation' item will be added to the monthly Steering Group agenda

Andrew Wilson has written a very good article about the questionnaire for the Parish Council Newsletter. This will appear in the August edition

7. Prepare Parish Council update

Chris has kindly agreed to prepare a written update for Parish Council each month. Chris, Martin and Steve will be added to the Parish Council agenda item so that they are allowed to speak.

ACTION: Chris to prepare update each month

ACTION: Steve to add 'Prepare Parish Council Update' to the monthly Steering Group agenda

8. AOB

9. Agree actions

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10. Date, time and location of next meeting

PLEASE NOTE THIS IS LATER IN THE MONTH THAN USUAL

The next meeting is 7pm on Wednesday 31st July, 2019 at The D'Urberville Centre, Wool