

**KINGSLAND NEIGHBOURHOOD PLAN (KNP) STEERINGGROUP
MINUTES OF THE MEETING OF 7TH APRIL 2014.**

PRESENT:

Patricia Potheary-Chairman

Sebastian Bowen

Jackie Markham-volunteer co-ordinator

Chris Southgate-bridging co-ordinator

Richard Hewitt-finance

David Thompson

Sarah Hanson

Sally Deakin-communications

Bee West-secretary

Observers :Caroline Newton, Robin Fletcher, Meredith Albright

APOLOGIES:

Rodney Smallwood-chairman. Rick Nordegraaf, Sheridan Swinson

1. Minutes of last meeting approved.
2. Actions from last meeting completed
3. **Committee changes.** Sheridan Swinson and Bee West (minutes secretary) are standing down due to personal circumstances. Patricia Potheary will become minutes secretary and Chris Southgate to take over as vice chairman. Meeting dates to be re-scheduled so that chairman can be free to attend them. Richard Hewitt to agree new dates with Rodney Smallwood. It was agreed to welcome Caroline Newton, Robin Fletcher and Meredith Albright to the committee. PC rules regarding conflict of interest read out and agreed to. **ACTION RH**
4. Check that KNP entries in village newsletter still cost free. **ACTION SD.**
5. **Communications and evidence base report:** Communications: Sally reported on placement of publicity in Newsletter/on website/ posters and future plans. It was suggested a timetable should be produced and publicised. Evidence base; Mail received from Gemma Webster with the evidence base list. The Biodiversity paper had been summarised but it was agreed to use the rest later to find evidence after NP options agreed. A map has been received of Shirlheath from Gemma. Everyone was asked to refer to Dropbox for the detailed documents. RN has started on the asset mapping. It was decided to carry on with the spreadsheet of assets but the RH said asset maps could be obtained via Ordinance survey. A quote has been obtained for reanalysis of the KPP data by location.
6. **Shirlheath** Need to publicise the KNP to Shirlheath residents. Sally Deakin to circulate draft leaflet to committee. Jackie can leaflet drop. **ACTION SD JM**
7. **Project plan** needs to be rationalised. Suggestion that Chris Gooding (consultant could help with this after funding application agreed.) Parish Council could make some funds available early if needed. Need to check the deadline for spending any such grant funding. Work with the current project plan for now, Patricia Potheary to simplify **ACTION PP ACTION RH**

8. **Community engagement event** - need a sub group to discuss and agree format. Suggested possible three options to put to community event with help from Chris Gooding Richard Hewitt to ask Chris Gooding to attend first working group meeting to look at potential options. Patricia Potheary to discuss involvement of Jim Davies and Danusia Wurm in helping organise this event with them. Rick Nordergraaf is mapping land use data base for this event and evidence base. **ACTION PP**
- 9 **Key Stakeholders.** Meeting held regarding engagement with developers and landowners. It was felt that meetings with landowners and developers should be deferred until potential options clearer.
- 10 Much discussion regarding settlement boundary. Core strategy not likely to be ratified until late 2014. Kingsland is still at risk of ad hoc planning applications being approved before the neighbourhood plan is adopted and a proper planning strategy for Kingsland in place. Therefore a need for speed in this process agreed.

Date of the next meeting Tuesday 29th April 7.30 at the Corners Inn.