



Walkeringham Neighbourhood Plan

Steering Group Meeting

Minutes of the meeting held on 1 June 2016

Walkeringham Village Hall

Present: C Howard (Chair), A Hayward (Co-ordinator), R Capp, J Roberts, S Beard, G Crossland, P Covill, S Spencer, D Edwards, R Wormald and P Hooton

1. Chairman's Remarks

The Chairman welcomed everyone to the meeting

2. Apologies

Apologies were received from M Dilly, G Oxley, D Johnson, M Vessey, D Edwards and I Heath

3. Approval of Minutes

The minutes of the meeting held on 5 May 2016 were approved.

4. Arrangements for Consultation Events

Three consultation events had previously been agreed. At these events residents would be invited to fill out a brief questionnaire. It was agreed to also produce a questionnaire for children.

8th June – Walkeringham Village Hall

The following actions were agreed:

- A Hayward to ask to borrow display equipment from BDC and also source maps, print questionnaires and stationery. S Spencer to research prices of display boards
- R Wormald to source name badges
- Refreshments – A Hayward to purchase ingredients to make up sandwiches. P Hooton to provide cakes
- A Hayward to source a banner/board to advertise the event

12th June – Walkeringham Play Field (Fun Day)

- J Roberts to ask to borrow the marquee from the village hall

School Fayre – now have permission to have a stall. Will follow similar format as the two earlier events

R Wormald agreed to analyse the information from the questionnaires

5. Publicising the Neighbourhood Plan and Upcoming Events

- R Wormald to create Facebook Page
- A Hayward to create a page on the Parish Council website



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6. Declarations of Interest

Declaration of interest forms were distributed to all members. These were required to be filled in by all members of the steering group as they were effectively co-opted members of the Parish Council and are therefore governed by the same rules and Parish Councillors.

7. Items for the next agenda/Date of Meeting

The next meeting was agreed as 13th July 2016. C Howard to approach a marketing questionnaire about analysing the detailed questionnaires. He will invite to next meeting.

Meeting closed at 8.41 pm

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Chairman

Date: