



Minutes of Meeting

Meeting Held: Clubroom of the North Crawley Institute, 20 February 2017

Distribution: Those present, the Parish Council, Parish Council website, mailing list

Introduction

Mathew Chinn, Chairman, outlined the agenda and objectives of the meeting.

Apologies for absence were received from Julie Saunders, Alexander Boswell, Alan Bell & Andrew Tusting.

The minutes for the meeting of 09 January 2017 were approved.

Declarations of interest were requested and none were raised.

Communication and SCAN reporter

It has been agreed to move the meetings to the second Monday of the month. This fits better with the SCAN deadline and will give the SCAN reporter more interesting content to engage with residents.

Project Plan

Esther Potts outlined the project plan. This document lists all of the stages to be covered in order to create an effective and legally acceptable Neighbourhood Development Plan. It was a wakeup call to realise that we were 8-months into a project that we hope to complete in 24-months.

Stakeholder engagement update

Esther Potts has developed our Engagement and Communication Strategy into a formal document that once approved will be distributed and available on the Parish Council website. The draft will be distributed with these minutes for adoption or debate next meeting.

Some great work has been completed by Mike Wilson and Fred Flower who were looking at the stakeholder engagement of land owners in the parish. With some assumptions, they have identified the ownership of 99% of the land and spoken with over 30 individuals.

The details collected will not be published as the information may be sensitive but we can be confident that all or at least the vast majority of landowners have been informed and engaged. Mike and Fred will write up their findings and pass them on to Paula Stuart to retain as evidence.

Two copies of a large scale map of the parish are required. Esther Potts has agreed to request them from MKC.

Event

After much debate, it was agreed that we should plan an event for Friday, 12th May in the North Crawley Institute. Friday evening is not ideal to maximise attendance but Mark Lancaster is available, all present believe that we can pull together a useful and informative schedule and there will be wine. The objectives for this event are to further engage residents and other stakeholders, to showcase our progress and project plan and to start to gather data that can be used to form our draft questionnaire. All interested parties will be welcomed.

There is a lot of work to create this event and a plan will be pulled together in the next meeting.



Vision and objectives

All present agreed that a vision and objectives for the North Crawley Parish Neighbourhood Development Plan were required. The Parish is a delightful and special place to live and work in. The purpose of the Neighbourhood Development Plan is to keep essence of the village alive whilst it grows and develops. The right vision and objectives will focus our minds and help us to achieve this. Alan Bell has kindly agreed to draft some possible vision statements for debate. Esther Potts has agreed to draft suggested categories for the objectives.

Grant application

The grant application will need to be developed as soon as we can identify the relevant costs. The steering group are asked to make themselves aware of the grant process in preparation.

Date of the Next Meeting

The next steering group meeting will be held on Monday, 13th March at 7:30 pm in the function room of The Cock Inn.