



---

## Minutes of Meeting

**Meeting Held:** The function room of The Cock Inn, 13 March 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, Robin Marlin, Alan Bell & Fred Flower.

The minutes for the meeting of 20 February 2017 were approved.

Declarations of interest were requested and none were raised.

### Stakeholder engagement plan

The stakeholder engagement plan in its shorter form was approved. This is now available for public perusal on the North Crawley Parish Council website, <http://www.northcrawley-pc.gov.uk>

### Communication and SCAN reporter

It has been agreed at present that Matthew Chinn should continue as our SCAN reporter.

### Vision and objectives

Alan Bell had helpfully gathered examples of vision statements and objectives from other villages and had distributed them along with suggested drafts for discussion.

After considerable debate the following vision and objectives were agreed, subject to the approval of the remainder of the steering group and the Parish Council:

#### *Vision for the North Crawley Parish Neighbourhood Development Plan*

*Our vision is to create a Neighbourhood Plan for the good of the community that ensures that any future development recognises and respects its history, rural landscape and unique village character*

#### *Objectives for the North Crawley Parish Neighbourhood Development Plan*

- 1. To ensure that the scale, location and mix of new housing development reflects the wishes and needs of the community.*
- 2. To ensure that any new developments are an opportunity to enhance the parish leisure facilities, amenities and village school.*
- 3. To preserve and enhance our green spaces, footpaths and cycleways.*
- 4. To deliver a Neighbourhood Plan which is robust, inclusive, sustainable and deliverable, accurately reflecting the hopes of the community for the future of the village.*

### Event planning

The event on Friday, 12th May in the North Crawley Institute is to raise awareness of the North Crawley Parish Neighbourhood Development Plan, to further engage residents and stakeholders in the plan's development and to start to gather data to help with the creation of the all-important questionnaire.



### **Speakers**

Matthew Chinn will introduce the speakers who are Mark Lancaster MP and Alexander Boswell.

Mark is likely to talk about the wider aspects of neighbourhood development plans from the perspective of Westminster and North Buckinghamshire.

Alexander will talk about why the North Crawley Parish Neighbourhood Development Plan is important from his very local perspective.

### **Timings**

6.30pm	Doors open, meet and greet with wine & soft drinks
7.30pm	Matthew Chinn – Introduction (Approximately 10 minutes) Mark Lancaster MP (Approximately 15 minutes) Alexander Boswell (Approximately 15 minutes)
9.00pm	Doors close

### **Layout**

It was agreed that chairs should be set out classroom style and that timings for the speakers should be publicised for maximum attendance.

Display boards should be used showing historic pictures of the parish, an outline of the MK Plan and the vision and objectives of the North Crawley Parish Neighbourhood Development Plan.

A video will also be running explaining what neighbourhood development plans are and why they are important.

### **Capturing Data and Feedback**

All attendees will be given a short questionnaire asking for the following information:

1. Their name, address and contact details (E-mail preferred)
2. Would they like to be involved in future discussions or workshops?
3. Feedback on the event, was it useful?
4. Comments or suggestions.

All completed questionnaires will be put in a box and at 9.00pm a draw will be made for a bottle of Champagne.

### **Publicising the Event**

The event will be publicised in the SCAN, the Phonebox, on noticeboards on the web and by word of mouth. Each steering group member should try to attract at least five attendees.

As a guide, we are looking for 60 or more to attend not including speakers and organisers.

### **Other business**

It was agreed that Mike should write to all landowners confirming to them what is believed to be their land. This information will not be shared with any others and is only for evidence of engagement.

### **Date of the Next Meeting**

The next steering group meeting will be held on Monday, 10<sup>th</sup> April at 7:30 pm in the function room of The Cock Inn.