

# Blakeney Neighbourhood Plan

## Minutes of the Steering Group Meeting

Date: Monday 21st May 2018

Time: 18.30 - 20.30

Location: Parish Council Office, Village Hall, Langham Road, Blakeney.

Present: Sam Curtis (SC)            Tom Green (TG)  
          Jenny Girling (JG)        Helen Horabin (HH)  
          Rosemary Thew (RT)      Shaun Vincent (SV)  
          Don Glaister (DG)        Alban Donohoe (AD)

### Agenda

#### 1. Apologies for absence.

Margaret Benson and Jane Armstrong.

Did not attend - Iain Wolfe and John Seymour.

#### 2. Declarations of interest.

None.

#### 3. Appointment of new members to the Steering Group.

Sam Curtis welcomed Tom Green to the Steering Group.

There is one application for the present Vacancy on the Steering Group - Joanna Dawson. It was proposed by Rosemary Thew and seconded by Sam Curtis that Joanna be invited to join the Steering Group.

**Action** : SC to contact Joanna Dawson and invite her to join the Steering Group.

#### 4. Minutes of the NPSG meeting held on 23rd April 2018.

Acceptance of the Minutes was proposed by Alban Donohoe and seconded by Rosemary Thew. They were initialled and signed by Sam Curtis.

#### 5. Matters arising from the Minutes.

SC Point 6 - it was decided that there would be no impact on the results if the incorrectly completed questionnaires were reviewed.

SC Point 7 - an article has not been submitted to the editor of the Glaven Valley Newsletter (GVN) as an insert will be produced instead.

**Action** : DG to liaise with Oscar Haynes. SC to produce the insert and give to DG who will in turn deliver to the Blakeney distributors of the GVN.

## **6. Vision, Aims and Objectives.**

Shaun Vincent was not present at the previous Steering Group meeting and had a few questions regarding the document that Sam Curtis has produced.

**Action** : SC to send a copy of the document to SV together with brief information on how the questionnaire was developed, distributed and analysed.

The Blakeney Neighbourhood Plan Vision Statement and Aims were produced - see separate document.

The Objectives will be written at a later date if needed.

The Steering Group now needs to draft a list of general themes for the Policies, for example Housing and Environment, and then consult the village residents.

## **7. Launch Event Feedback.**

The slides produced by Shaun Vincent have been sent out to Steering Group members.

## **8. NNDC Development Site Meeting Feedback.**

Jane Armstrong sent an email to Steering Group members as she was unable to attend this meeting.

## **9. Communication Strategy.**

**Action** : SV to put the Launch Event Feedback on the Parish Council website.

Newsletter - the next to be issued running up to the next Community Event. It will publish the Vision and Aims of the Blakeney Neighbourhood Plan and advise of the date of the next Community Event.

Next Community Event.

**Action** : SV to check with Tracey Bayfield regarding Blakeney Village Hall availability for a Saturday in July - preferably the 21st or 28th July.

It was agreed that another NPSG meeting is needed before the Community Event. It will be held on 2nd July 2018.

## **10. Strategic Environmental Assessment (SEA).**

Postponed until next meeting.

## **11. Meeting dates.**

The November and December meeting dates were changed so that Shaun Vincent can attend. They will now be on 13th November 2018 and 11th December 2018.

The next meeting to held on Monday 18th June 2018 at 6.30pm in the Parish Council Office.

The meeting closed at 20.55pm.