**MILBORNE ST ANDREW NEIGHBOURHOOD PLAN WORKING PARTY**

**MEETING HELD ON 23RD JULY 2014 AT THE VILLAGE HALL**

NO.1

1. Present: Michael Hopper (MH), Ronald Hogg (RH), Georgina Carrington (GC), Mike Brown (MB), David Gould (DG), Susan Gould (SG) June Maitland (JM).

Apologies: Sue Cherry (SC)

All present introduced themselves, and gave a short explanation of their backgrounds and hopes for this plan.

1. The purpose of this group, and the way forward is:
	1. To develop clear local policies developed by the community for the adoption by planners for the future development of this Parish.
	2. That we will work within the regulations
	3. To be aware of where there will be deficiencies
	4. To use informal and formal meetings, letters, questionnaires to gain knowledge of the village wishes
	5. To keep the process as simple as possible.
	6. To attain the position where the draft plan will be at the stage of examining
	7. And that the team will, when appropriate, make a “declaration of interest”.
	8. That, whilst the Parish Council has initially set aside £500 for expenses, the funding body “Locality” will be approached for a further grant. It could cost as much as £5000 to complete this task.
	9. That we will approach Bere Regis and Shillingstone, both of whom have already been through this process, for advice and information.
2. The draft constitution, circulated by MH, has been adopted “as is” (proposed SG, seconded JM), with the realisation that amendments may be necessary as we become more informed of the processes.
3. Of the persons present, the following were appointed:

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| Name | Position | Proposed | Seconded |
| Michael Hopper | Chair | JM | GC |
| June Maitland | Vice-Chair | MH | RH |
| Sue Gould | Secretary | JM | GC |

The post of treasurer has yet to be decided.

1. Other specific roles (other roles may be needed at a later date)
	1. Michael Hopper – Fundraising opportunities
2. We have a map defining the Neighbourhood Plan Area, this was matched to a much more detailed older map, which showed individual houses, it was felt that, at some point a larger modern map would be useful when decisions/ideas are muted.
3. The important issues identified at present are:
	1. How to organise meetings
	2. How to frame policies
	3. Identifying the role of advisors.

RH noted that District Councils automatically get a grant based on areas applying to put a neighbourhood plan together, at each stage of the plan, they get a further grant. However the local village (Bere Regis) have yet to see any part of this grant.

1. Communication
	1. Residents: AS noted above in 2d, communication will be by all available resources.
	2. Parish Council: MH will give reports at each PC meeting
	3. NDDC: Also Sarah Jennings of NDDC has offered to meet with the group (in the daytime at the offices), however we need clear areas for this discussion. Therefore we will wait until we are more informed about areas of need
	4. Others: Yet to be identified.
2. Initial Public Involvement: To be carried on to next meeting
3. Programme: by or at the next meeting….
	1. To look at Grant Funding MH
	2. To find a Treasurer
	3. To approach Bere Regis for information and ask for mentoring RH
	4. To approach Shillingstone for information and ask for mentoring GC
4. AOB: After an open discussion about the structure of the village, the opportunities, and the restrictions, MH brought the objectives together succinctly as: “What do you want – how should the village develop?”
5. The next meeting is on Wednesday 3rd September 2014 at 7pm in the Village Hall. Meeting closed at 8.55pm