DINNINGTON NEIGHBOURHOOD PLAN STEERING GROUP

Record of Decisions of a Meeting
Held on Saturday 16th July 2016
At The Lyric, Laughton Road, Dinnington

Present: D Smith (Dinnington St John’s Town Council (DSJTC)), A Milner (DSJTC), D Boughton (Salvation Army), J Curran (Rother Valley South Area Assembly), R Gyte, Brenda Keeley, Brian Keeley, G Capper (Greenbelt Action Group), S Moore.

In attendance:
A Towlerton (YourLocale), A Evans (Clerk)

1. Welcome and introductions. D Smith opened the meeting and all present gave a short introduction to themselves and any organisation they represented (if applicable)

2. Apologies. Apologies were received from R Mugglestone (DSJTC), L Banham, D Bloor, L Carroll, P Cotton, M Osborne, D Scriven and H Smith

3. To consider the role and size of the group including draft terms of reference. It was decided that:
   a. The maximum size of the group would be 15 including 4 representatives from DSJTC and 1 representative from any local interest group (e.g. Salvation Army, Greenbelt Action group) or family.
   b. Meetings would be jointly chaired by D Smith and one other from the community to be decided at the next meeting.
   c. A volunteer to act as Secretary to the group would be requested at the next meeting.
   d. Draft Terms of Reference were issued to those present and were approved subject to minor amendments. Clerk to issue to all group members.
   e. Group members were requested to voluntarily agree to abide by the Code of Conduct adopted by DSJTC – Clerk to issue at next meeting.
   f. Records of Decisions would be produced after each meeting and these would be made available on a dedicated Neighbourhood Plan website once developed.

4. Funding update. The Clerk informed the meeting that a bid for an initial tranche of funding for £2.1k had been submitted to Locality. Further funding would be bid for as required.

5. Neighbourhood Plan Area Designation update. DSJTC had received confirmation from Rotherham Metropolitan Borough Council (RMBC) that
Dinnington had been formally designated a Neighbourhood Plan area, a necessary step in the early process that ensure support from RMBC.

6. **To consider key policy issues for the Plan.** A Towlerton recommended that each meeting be themed and focus on key areas to develop a policy for approval at the following meeting that could then be included in the final plan. Examples of themes could be:

   a. Housing.
   b. Employment.
   c. The built environment.
   d. The natural environment.
   e. Transport.
   f. Community facilities.
   g. Town centre/retail.

7. **Any other business.** Nil.

8. **Date and time of next meeting:** It was decided to hold future meetings on Saturday mornings where possible. The next meeting would be on Saturday 3rd September 2016 at 10:00am at The Lyric.

A J EVANS
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