

# Bromham Village Neighbourhood Plan Steering Group (BVNPSG)

## Minutes of meeting No.8 held on

Tuesday 17<sup>th</sup> April, 7:30pm, Social Centre Committee Room

### Present

Peter Davey, Mark Dollimore, Tye Lohrenz, Rachel Prichard, Catherine Read, John Schofield, Greg Wilkinson

### Unable to attend

Jim Butler, Richard Butler (apologies sent), Adam Collins, Rik Smith (apologies sent)

### Agenda

#### 1. Minutes of meeting on 22<sup>nd</sup> March 2018

Accepted.

#### 2. Review of actions

Owner	Action	Progress
Peter	Register interest for the Locality funding scheme	Pending
John	Ask Anna Cuthbert whether Potterne got any grant funding	Email sent, but no response as yet
Catherine	Contact Crown Estate to try to arrange a meeting	Trying to get a named contact
Catherine	Contact Mrs Enthoven regarding her interest in helping the group	Done, but no response yet.
John	Send group email account details to Catherine	Done
Rik	Seek out criteria for scoring in the site assessment.	To be emailed to the group.
Jim	Find out what Wiltshire Council land leases may be due to expire soon	
Catherine	Update & circulate the focus group questionnaire & consent forms	Done
Jim	Pass on an offer of help with the housing needs survey to the Parish Council	
John	Scan letter regarding potential expansion of a business premises and add to the survey responses	Done

STAGE 1 (Scoping) Step 2 (Establish a steering group)

STAGE 1 (Scoping) Step 3 (Develop objectives priorities and vision)

#### 3. Feedback from Neighbourhood Planning workshop at Wiltshire Council

## Bromham Village Neighbourhood Plan Steering Group (BVNPSG)

The workshop was targeted at neighbourhoods which are just starting out in developing a plan, so the main focus was on the scoping phase. This is the phase we are working on.

Wiltshire Council stressed the legal importance of consultation with residents in making the plan. They strongly suggested that initial consultation should be wide ranging with the aim of assessing: what is special about the area, what issues are important to the residents, what trends are affecting the area and what aspirations residents have for the future of the area. From this it should be possible to construct a vision for the future which almost everyone can agree upon. Thus the more challenging task of defining objectives to realise the vision can start from a place of agreement.

Once we have defined the objectives we should produce a scoping report. This will then be used as the basis of the decision whether a neighbourhood plan is the most appropriate way forward, and if it is the Wiltshire Council will initiate the process to declare that a NP is being prepared for the parish.

### **4. Focus group questions and structure**

Given the advice from the NP workshop it is clear that the narrow focus of the planned focus group questions is unlikely to help in our efforts to draw up a plan. Therefore an alternative set of questions were circulated and discussed. These were organised around the following themes:

- Sense of place
- Strengths
- Weaknesses
- Opportunities
- Threats
- Development of Bromham
- Vision

With the change of emphasis for the focus groups the target for completion has been moved back to the 30<sup>th</sup> May meeting.

Once the selected groups have been consulted we could make a general offer to everyone in the village who wants to join a focus group.

### **5. Community engagement ideas**

Stand at Carnival (June 23<sup>rd</sup>) – to present findings to date and to collect further issues and ideas from residents.

**John:** Ask Carnival committee about booking a stall

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Website – a website specific to the NP would give us the opportunity to regularly update residents on our progress, to share ideas and to receive comments. We could link to this from the existing village website.

**John:** to set up something & let the group members have a link to check it out.

Parish magazine – Since this is widely circulated we could write a regular column to keep everyone updated with progress.

**John:** Write a report from the steering group, say we will have a stand at the carnival + where we have got to.

### 6. Creating a description of the parish

Starting point could come from the village website.

**John:** start a template document & pass round to see if anyone is willing to complete it.

## Other Business

### 7. Report to the Annual Parish Meeting on 30th April

Catherine will give the report. General discussion regarding what should be in the report.

**Catherine:** circulate a draft report to members of the group, for comment

### 8. Social event

Catherine offered to host to a steering group social evening in May.

**Catherine:** circulate possible date(s) for the social event.

### 9. Time and date of next meeting (due on Wednesday May 2nd)

Agreed

### 10. Any other business

**Tye:** Revisit the process flow diagram to better match what we learned at the workshop with Wiltshire Council.

Victoria Hodgson (WC link officer) has offered to come to one of our meetings – from May onwards. She also requested a single point of contact for communication with the group.

**John:** invite Victoria to the June 26<sup>th</sup> meeting.