

Long Itchington Parish Council

Neighbourhood Plan Steering Group

Notes of Meeting 12 November 2015

Present: Sally Shillitoe (SS), Barbara Atkins (BA), Richard Jackson (RJ), Andy Jack (AJ), Jon Venn (JV)

Notes and Process

It was agreed that to assist the progression of actions an “action summary” would be confirmed at the end of each meeting. The notes of Steering Group meetings would be circulated within a week of the meeting.

Meetings with Groups and Organisations

A discussion took place regarding the meetings to be held with the various parish organisations. It was highlighted that:-

- Some of the invitations letters/e-mails had gone out. Others were still pending and needed to be issued.
- The process was still at the “vision” stage and the purpose of the meetings was to stimulate discussion and identify broad views and ideas. Further contact and meetings would be held as the process developed.
- Many of the issues would be “meshed” together and these would need to be teased out.
- The length of each meeting would depend on the time available to the particular organisation. It was felt that suggesting 30 – 60 minutes was about right. It was highlighted that some groups met infrequently and therefore other arrangements may be needed.
- Careful tracking of the meetings would be needed to ensure everything was on schedule and that all the issues had been captured.
- A draft presentation should be put together that could be taken to each group.

It was agreed that a number of broad themes would form the core of the draft presentation. The aim was to stimulate discussion and ideas by looking 20 years ahead and thinking about changes over this period relating to:-

- Population numbers and age profile.
- Employment needs and provision. Potential changes in ways of working.
- Transportation needs and pressures on transport systems.
- Health and healthcare provision (and access to healthcare).
- Childcare and education and the need for work/life balance.
- Housing needs.
- Leisure, recreation and the environment (including pressures on the environment).
- Social issues and social cohesion.

Organisations would need to consider under these broad themes how they would be affected/influenced and what they would want to see. The broad question might be; “think about what would make the parish a better place to live” – and encourage their vision and ideas about the future of the parish.

Project Plan and Other Issues

Progress against the project plan was reviewed. It was decided that the target date for the detailed questionnaire should be moved to April 2016 (immediately after Easter). This would give more time to conclude the visits to organisations and businesses and complete the “visioning” stage of the process.

It was agreed that Jeremy Atkins would be approached to start working up the questions. Outside help would be required for the data processing exercise and this would need to be paid for from within the budget. Work was also needed to explore potential additional funding.

The strategy for involving businesses needed to be reviewed (an item for the next meeting). Direct visits to some businesses might be helpful (e.g Cemex, Dallas Burston). Other businesses may be able to be engaged in writing and/or invited to meetings. Potential meeting with Chamber of Commerce.

AJ had made contact with the NFU to seek advice on how best to consult with the agricultural community. It was acknowledged that landowners were under increasing pressure to diversify and the sale of land for development was an available option to them.

Action Summary

- Rachel Atkins to produce an “iMac friendly” version of the logo (BA)
- Letter out to organisations where not done (As appropriate)
- Resumes of flip chart comments to RJ (As appropriate).
- Draft presentation to be made to organisations (RJ)
- Spreadsheet for tracking visits etc to organisations (SS)
- Jeremy Atkins to be asked to start working up questionnaire (BA)
- Work on NP page of Website with Dave Riches (BA)

Next Meeting – 10.00am, 10 December 2015 (23 Odingsell Drive)

Agenda Items: - A draft communication to be produced updating the parish on progress on the NP. Consider the draft Presentation to organisations. Review and revise strategy for engaging with businesses. Review Project Plan. Review outstanding actions.