

Minutes of

Stradbroke Neighbourhood Planning Committee

Date: 05 Jan 15

Time: 19.30hrs

Venue: Stradbroke Community Centre, Stradbroke

Attendees: Oliver Last (OL); Don Darling (DD); Stuart Crane (SC); Charmaine Cooper (CC); Gerald Jenkins (GJ); Louise Smith (LS); Roger Turkington (RT)

Apologies: George Chaplin; Ollie Coles

Minutes: the minutes of the meeting held on 03 Dec 14 were approved unanimously

Matters arising from the minutes:

- The date for the presentation evening had been changed from 14 January 2015 to 19 January 2015. The change would be publicised via stradbrokeonline, posters and flyers

Housing Needs Survey (HNS) update:

- 211 responses had been received by CAS. This equated to a 33.8% return rate
- The results would be circulated as widely as possible upon receipt
- This item would now be removed from the agenda

Qualitative Analysis:

a. Outcomes

- There had been a positive response to this exercise and David Spenser had submitted his report (circulated to members via email prior to this meeting and appended to these minutes)
- In addition to delivering flyers to households by the distributors of the HNS there would be copies in the shops, Library and on notice boards
- It was agreed that as much interest as possible be generated in the presentation meeting
- All volunteers would be emailed to raise awareness

b. Format of Presentation Meeting

- Introduction by NP Chairman
- Presentation by David Spenser
- Q & A (15 mins)
- Refreshment break
- Sign up to Work Streams

c. **Work Streams:**

- Amenities
Facilities for all ages
Shopping
Clubs, organisations and societies
- Commerce and Employment
Job creation
- Digital Connectivity
Broadband
Mobile communications
- Education
Schools
Pre-schools
Further education
Adult education
WEA
- Heritage and Environment
Conservation
Character of the village
Protection of village heritage
- Housing
Housing development
Housing density
Character of the village
Trees and green spaces
Conservation area
- Transport
Public transport
Traffic management

Next steps:

- GJ to purchase clip boards – one for each Work Stream so volunteers can sign up on the night
- RT to purchase refreshments
- An outline plan for each Work Stream to be produced
- DD to produce copies of some Neighbourhood Plans to be available at the meeting
- Overall project plan to be produced to illustrate how groups should approach the task and keep it moving in a timely fashion
- Interested parties to be contacted asap following the Presentation and invited to a 'start up' meeting where group leaders would be appointed. Committee members may have to initiate the works streams at the initial meeting although this was not deemed desirable

- The Work Streams were not definitive and were subject to change/amalgamation as the need arose
- Committee members to be on hand at the Presentation Meeting to encourage participation in Work Streams
- DD to create flyer
- RT to compile an email list for invitees
- OL to draft email for invitation
- Work Stream leaders to be members of the Committee

Any Other Business:

Invoices for services provided to be pursued and forwarded to RT for completion of grant administration

There were no matters for inclusion in the agenda of the next meeting put forward at this time

There being no further business the meeting closed at 21.20hrs

Date of next meeting: 02 February 2015