

Heslington Parish Neighbourhood Plan

Minutes of the Working Group meeting held 4th February 2019 At the Heslington Village Meeting room at 11.00am

Present: - David Blacketer [DB], Richard Bramley [RB], Richard Frost [RF], John Lawton [JL], Bill McClean [BM] and Niall McTurk [NM].

Apologies received: Nick Allen [NA].

In attendance: - Jeffrey Stern for item 2 only.

1. **DB welcomed all attendees.**
2. **Jeffrey Stern** asked to address the meeting and referred to S.12 of the HPNP. He had produced a paper, independently prepared and funded by himself, to encourage residents support the HPNP policy on Local Green Spaces and to make their voices heard on this. DB responded to explain the consultation process. The meeting thanked JS for his contribution.
3. **The minutes** of the Working Group [WG] meeting held on 21st January 2019 were approved. Actions agreed at that meeting would be carried forward. **ALL**
4. **Comments from local residents, via website or offers to join the group.**
There were none.
5. **Consultation.** DB reported that the consultation documents or information had now been fully circulated as agreed. Agreed that there should be a further drop to each household in the Parish 1-2 weeks before the closing date with a 1 page/2sided document to encourage feedback. **RF agreed to prepare a draft letter.** DB to talk to Alison at UoY re: a student/staff consultation follow-up. All to bring any spare consultation material back to RF on the drop-in day. **RF/DB**
6. **Drop-in-day.** This is planned for Monday 11th February starting at 10.30 with short presentations at 10.30am, 2.30pm and 7.00pm. JL will produce a draft script for a mini-talk introduction. The format will be to explain – what is a N Plan, Why do we need a NPlan, What we are trying to achieve and what the plan cannot do. Those helping should not lead any discussion but listen and explain and encourage feedback. Publicity and other requirements were agreed as:
 - More blank feed-back forms - could print these **NM**
 - Notices in village re Importance of responding and ‘drop-in’ day **DB/BM**
 - Attendance list to record numbers only **DB**
 - 16 x A2 prints to obtain – cost £91.01 invoice to HPC **NM**
 - Post-it® pads and pens to be available **DB**
 - Large sign/notice on road on the day **JL**
 - Presentations to be by: **JL, RF, DB**
 - Tea and biscuits to be available for all **JL**
 - Feedback responses to be collated as they come in **DB**
7. **Next meeting date.** Monday 18th March at 11.00am Venue **(TBC)**.
Agenda Items to include: confirm the action points from previous meeting and to consider the responses received to date.