

Heslington Parish Neighbourhood Plan

Minutes of the Working Group meeting held on 17th July 2017 At the Heslington Village Meeting room at 2.30pm

Present: - David Blacketer [DB], Bill McClean [BM], Jeffrey Stern [JS], Nick Allen [NA], Niall McTurk [NM], John Lawton [JL]

Apologies were received from Andrew Collingwood [AC], Richard Frost [RF] and Richard Bramley [RB].

1. **DB welcomed all attendees.**
2. **The minutes** of the Working Group [WG] meeting held on 11th May 2017 were approved.
3. **Meeting with CYC.** BM reported that there had been no further meetings with CYC but Rebecca Harrison has just responded with some possible dates for a meeting and 7th or 8th August looked best. BM with either NA or JL would attend. D Chetwyn [DC] may also attend. **[BM]**
4. **Meeting with University of York.** JL stated that recent meetings with Stephen Talboys regarding the various surveys had been very helpful. He hoped to fix a further meeting in w/c 11th September to follow up. DC to be there if possible. Not all the answers given were relevant to planning matters but would be useful to the university. **[JL]**
5. **Communications.**
 - (a)**Website.** DB reported that the PC had commissioned a new website which should be in place during August. There would be a link to the Neighbourhood Plan section of the website and this part of the website would operate in a similar manner to plan4poppleton.com so all progress with the plan and consultation could be properly displayed,
 - (b)**E-mail.** DB reported that nplan@heslington.org.uk was now live as our email point of contact but all emails received would first go to the parish clerk.
6. **Community statistics.** These could be further updated when more information was received from CYC.
7. **Survey results.** The 3 university survey results had been analysed. A summary of emerging themes and issues will be prepared to support the evidence base for the development of the Plan's aims and policies. This would also apply to the Residents survey. **[DB / JL]**
8. **Business/farmer/landowner survey.** WM reported that all forms plus covering letters and return envelopes had been delivered. Responses were coming in and all should be received by 12th August. JL agreed to analyse the results in the same manner as the resident survey **[JL]**
9. **Next Steps.** DB produced a draft Vision and Aims statement with a linkage chart for policies. All agreed this was a good draft and would be further refined as the emerging themes were identified. Meetings should be arranged with DC present to progress matters in accordance with his quotation for consultancy work. BM would arrange meetings. **[BM]**
10. **Finance.** WM produced an updated chart of income and expenditure. He explained that any part of the Groundwork grant which was not spent by 31 December 2017 would have to be returned at that time. It was hoped that further grant money would be available then.

11. Timescale. WM explained the timescale submitted with the grant request which anticipated much of the work being completed by 31 December. It was thought that this would now not be achieved but that we should press on as fast as we reasonably could with maximum help from the consultant.

12. A.O.B. The question was raised of how to keep residents informed if they had no access to the internet. Parish Newsletter or Notice Board can assist here and, of course, residents may contact the Parish Clerk who would pass on any queries as appropriate.

13. Date of next meeting. WM would ask DC for dates available to him. **[BM]**