

Sturminster Marshall Neighbourhood Plan

7.30pm Thursday, 8th October 2020

Zoom Meeting

Steering Group Minutes

Present: Mr J Quick, Cllr S Cade, Cllr M Steel; Cllr Fookes, Cllr Gerry, Cllr J Jackson and Mr R Daniels

Also present: Mrs A Clothier (Clerk), Ms J Witherden

1. Apologies

1.1 Ms J Scotton, Cllr Palmer and Mr S Morris gave their apologies.

2. Declaration of Interests

2.1 No changes.

3. Minutes of previous meeting

3.1 The minutes of the previous meeting on 22nd September 2020 were circulated prior to the meeting. These were agreed subject to changing Red Cross in para 4.2 to Red Post.

3.2 Matters arising:

*Action 1: Groups to complete survey analysis - **ongoing***

*Action 2: Mr Quick to produce business survey and flyer. Clerk to contact business landlords. **Complete***

*Action 3: Community questionnaire to be circulated. **Complete***

4 Household Questionnaire – Collation of responses and outputs

4.1 The reports on Transport and Environment had been circulated to the group. Housing and the community section are ongoing. The summary document was discussed and it was suggested that Ms Witherden send the group examples of summaries to see what is needed. It was suggested that this summary is also put on Social Media and flyers made for the Bridge, Red Post, noticeboards and Jubilee Cross.

Action 1: Housing and Community survey analysis to be completed

Action 2: Ms Witherden to circulate examples of household questionnaire summary documents.

Action 3: Produce flyer for circulation

5. [Business Survey](#)

- 5.1 The final survey is now on Survey Monkey and the flyer is complete. The deadline is the end of October. Clerk to print out 120 A5 flyers and deliver to Mr Quick by the 12th October. Clerk to phone estate owners to confirm that leaflets would be delivered. Flyer to be circulated on social media

Action 4: Leaflets to be printed out and distributed (Clerk and Mr Quick)

Action 5: Cllr Gerry to circulate flyer on social media

6. [Community Groups Survey.](#)

- 6.1 The survey is now on Survey Monkey and the flyer is available for the Bridge/Red Post and social media. 79 printed copies are needed for Jubilee Cross. It was suggested that a message is put in the Bridge to say that this questionnaire has been circulated and if your main contact has not received one to contact the Clerk. Cllr Gerry has obtained a comprehensive list of email addresses of groups. The email will include the introduction from the questionnaire and the deadline is the end of October.

Action 5: Community questionnaire emailed to all groups.

7. [Call for Sites.](#)

- 7.1 The draft questionnaire was circulated during the meeting. This will be uploaded to Survey Monkey and this includes the ability to attach a map. The Clerk would be listed as a contact if anyone could not upload the map. The form will be published on the website, noticeboards, in the Bridge and Red Post and by a flyer to homes in Jubilee Cross. Major agents for the area will also be contacted including Savills and Symonds, Thornes and Sampson. The deadline will be the end of November.

Action 6: Send out and advertise Call for Sites

8. [Housing Needs Assessment](#)

- 8.1 Housing Needs Assessment was received and circulated before the meeting. Concerns were raised that this was based on the 2011 Census which is now quite dated. It was recommended that all members of the group read the document in detail. There are areas where data from the household survey could be added so it was agreed that an extension to the deadline for comments be asked for. Ms Witherden was requested to read the report and provide comments. Cllr Gerry provided comments supporting the need for affordable

housing, preventing bungalows from being converted and ensuring developers build out sites rather than drip feeding development.

Clerk to ask Dorset Council to provide a SHMA (Strategic Housing Market Area Assessment) update.

Action 7: Ms Witherden to look at Housing Needs Assessment

9. [AE Comm Site Assessments](#)

9.1 Clerk to speak to AE Comm on 13th October. It was agreed to ask them to look at all the sites that have been rejected by Dorset Council. It was noted if any alternative sites are suggested then Dorset Council would need to be in agreement with them.

9.2 It was noted that the Local Greenspace Study needed to be commenced and this would be discussed at the next meeting.

10 [Date of next meeting](#)

Thursday, 12th November 2020 at 7.30pm

The meeting ended at 8.53pm