

Sturminster Marshall Neighbourhood Plan

7.30pm Tuesday 20th June, 2019
Memorial Hall, Sturminster Marshall

Steering Group Minutes

Present: Mr J Quick, Mr R Daniels, Cllr J Jackson, Cllr H Palmer, Cllr S Cade, Mr S Morris, Cllr S Gerry, Cllr M Steel, Cllr H Fookes, Ms J Scotton, Mrs A Clothier (Clerk),

1. Apologies

1.1 There were no apologies

2. Declaration of Interests

2.1 Completed forms are needed from Mr Morris and Cllr Steel.

Action 1: Clerk to print out form for Cllr Steel. Steering Group members to complete declaration of interest forms.

3. Minutes of previous meeting

3.1 The minutes of the previous meeting on 16th May 2019 were circulated prior to the meeting. These were agreed.

3.2 Matters arising:

- *Action 1* – see Item 2.
- *Action 2* – See Item 6.
- *Action 3* – The Clerk has investigated the tender process and an invitation to quote is being prepared.
- *Action 4* – Mr Morris consulted with the Milborne St Andrew Neighbourhood Plan Group. They commented that it is a long journey. Jo Witherden comes highly recommended. They advised to be as close to the Local Plan timetable as possible.
- *Action 5* – It is too early in the process to apply for funding.
- *Action 6* – Mr Rendle confirmed that the meeting with Mr Sneller would cover the SEA requirements.
- *Action 7* – meeting with Mr Sneller, Local Plan Team Leader, Dorset Council. This was a useful meeting and Mr Sneller talked about the state of flux associated with Local Government Reorganisation. The Local Plan for Dorset is due to be adopted for 2023. There is not a lot of the knowledge on the East Dorset area as most policy

officers went to Christchurch. The housing numbers are unlikely to change, however it is important to bear in mind that the area may need to meet some of the requirement for Bournemouth, Poole and Christchurch. Mrs Vicky Martin is the link officer. Mr Sneller emphasised that this initial period is all about evidence gathering – finding out community aspirations. There are many different areas that can be influenced – housing, employment, local greenspace, design, community assets. The Puddletown Neighbourhood Plan is a good example to look at. There are lots of technical issues that Dorset Council will be able to help with.

4. First Consultation Event

- 4.1 A discussion was held about an initial consultation event with the local community. An open session held at the Memorial Hall advertised on Facebook and by a leaflet drop was thought the best way forward. This could run from 3-7pm to catch parents after school and those working. Display boards would be needed for the event.

Action 2: Cllr Fookes to ask contacts to borrow display boards and Clerk to ask Robin Cook if there are any he can access.

- 4.2 In terms of the content of the session, it was thought important to engage people with lots of issues – what do you like, what don't you like, what would you like to improve? 'Your Vision is Our Vision' was suggested as a positive message. Also need to focus on a timeframe – what changes would you like to see in 5, 10, 20 years? The session would need maps – Dorset Council have offered an A1 map of the Parish which will be very useful. Need some aerial photos of the rest of the parish. Mr Morris offered to provide these providing someone could give some guidance on where was needed.

Action 3: Mr Morris to provide aerial photos of the outlying parts of the Parish, in consultation with Mr Daniels.

- 4.3 The flyer is very important as this will mean that people attend. Cllr Gerry to speak to contacts about asking someone with marketing experience to help design the leaflet. Mr Quick to circulate some wording. Cllr Cade will arrange volunteers for delivery.

Action 4: Cllr Gerry to see if anyone will help the group with the design of the flyer

Action 5: Mr Quick to draft the wording of the leaflet.

- 4.4 In addition it was thought useful to ask people at the event if they had any skills to offer the Neighbourhood Planning Group.

- 4.5 There may need to be separate consultation with businesses and young people as they may not attend the session.

- 4.6 Dates of the consultation were discussed and it was concluded that end of September/beginning of October was realistic. Clerk to check availability of the hall.

Action 6: Clerk to check availability of the Memorial Hall for the consultation event

5. Tender Process

5.1 This has been delayed until after the consultation event.

6. Website/Social Media

6.1 Cllr Gerry circulated suggested wording for the Neighbourhood Plan Facebook page. It was decided that the list of Steering Group members would be removed as this is available on the webpage. Subject to some minor amendments, it was agreed to launch the Facebook Page.

Action 7: Cllr Gerry to amend text and launch Facebook page.

7. Other Business

7.1 Mr Daniels had drafted a mission statement for the Plan and this was read out. It was agreed that this was reflective of the aims of the group and could feature in the Plan. Clerk to circulate.

Action 8: Clerk to circulate Mission Statement.

7.2 A discussion was held about new technologies and how these could be incorporated into the Plan to ensure that new homes lead the way in terms of energy saving. This may erode developers profit margins but would make the houses more desirable. The Group need to see the policies that Dorset Council are developing on this to compliment these.

Date of next meeting: TBA week beginning 15th July.