

Sturminster Marshall Neighbourhood Plan

7.30pm Monday 15th July, 2019
Old School Hall, Sturminster Marshall

Steering Group Minutes

Present: Mr J Quick, Cllr H Palmer, Cllr S Gerry, Cllr M Steel, Cllr H Fookes, Mrs A Clothier (Clerk)

1. Apologies

1.1 There were apologies from Mr Daniels, Cllr Jackson, Cllr Cade, and Ms Scotton.

2. Declaration of Interests

2.1 All declaration of interest forms have now been received by the Clerk.

3. Minutes of previous meeting

3.1 The minutes of the previous meeting on 20th June 2019 were circulated prior to the meeting. These were agreed.

3.2 Matters arising:

- *Action 1: Clerk to print out form for Cllr Steel. Steering Group members to complete declaration of interest forms. **Complete***
- *Action 2: Cllr Fookes to ask contacts to borrow display boards and Clerk to ask Robin Cook if there are any he can access. **The school have offered display boards and Cllr Fookes is able to access table top boards.***
- *Action 3: Mr Morris to provide aerial photos of the outlying parts of the Parish, in consultation with Mr Daniels. **Ongoing***
- *Action 4: Cllr Gerry to see if anyone will help the group with the design of the flyer. **See below***
- *Action 5: Mr Quick to draft the wording of the leaflet. **See below***
- *Action 6: Clerk to check availability of the Memorial Hall for the consultation event. **Complete – the 26th September is booked.***
- *Action 7: Cllr Gerry to amend text and launch Facebook page. **Complete – see below.***
- *Action 8: Clerk to circulate Mission Statement - **Complete***

4. Website/Social Media

- 4.1 The Facebook page is set up but not advertised. It can be launched before the consultation event once there is more content.

5 First Consultation Event

- 5.1 Members of the Steering Group met with some local residents, including media students, with design expertise to discuss the advertising material. A logo was suggested based on the boundary of the Parish which was agreed as a good idea. The material should refer to the Parish rather than the village. It was also suggested that the area near Lytchett Matravers be referred to as Jubilee Cross to avoid confusion. The media students have gone away to work up ideas for the flyers, posters and banners. Mr Quick circulated some draft wording for the flyers (See Appendix 1). They also suggested a video for the Facebook page.
- 5.2 Some slogan ideas were also discussed in the meeting for example; Your Parish, Your Plan and Have Your Say or Have it Made For You. They are looking at the Parish Plans for ideas.
- 5.3 The Steering Group need to start promoting the event a few weeks before and methods of advertising were discussed. It was concluded that the following would be a positive way forward:
- Posters on Noticeboards, Halls, School, Churches, Shop (12 in total).
 - Banners – 3 for the village (on Station Road/A350, Ginger Fox and near White Mill). There would also be one for the Memorial Hall on the day of the event.
 - Facebook
 - Leaflet drop to all houses in the Parish
 - School – leaflets and posters for the school
 - Business Park – leaflet drop and poster at the café.
 - Flag pole for the day of the event.

Action 1: Mr Quick to get quotes for posters, leaflets, banners and flag

Action 2: Clerk to establish how many homes are in the Parish

Action 3: Cllr Jackson to speak to school about advertising event

- 5.4 The wording for the leaflet was discussed and it was concluded that the wording was good but that mentioning the 250 new homes might be misleading as this figure may change. The event would include a display on the East Dorset proposals but should not focus on them.

Action 4: Clerk to send Mr Quick the East Dorset Local Plan Review

Action 5: Mr Quick to send a revised version of the leaflet wording to the Steering Group

- 5.5 There was a discussion on whether it would be appropriate to suggest initial ideas and Cllr Gerry circulated a list of potential ideas at the meeting (See Appendix 2). These would be suggestions of topic discussions and could also include the skate park, allotments, an air pollution survey and new sports facilities. It was suggested that these could sit alongside a

short summary of the Parish Plan to show what ideas were in the past compared to some new ideas.

Action 6: Clerk and Mr Daniels to prepare short report on Parish Plan.

Action 7: Cllr Gerry to circulate list of ideas to the whole Steering Group for agreement.

- 5.6 In terms of the content of the session, it was thought important to provide as much information as possible to the people attending. It was suggested that there could be flip charts with topic heading such as Housing, Transport, Facilities etc and people could write ideas on post it notes and stick them on. There would also be aerial photographs of the village to annotate and some maps showing the history of growth and change in the village. There could also be a blank map with 2033 on that people could use to show how they would like the village to look in the future. It was noted that long term planning should be presented as a positive idea as it will allow the Parish to gain associated facilities, affordable housing etc.

Action 8: Clerk to obtain EA flood map

Action 9: Clerk to ask Dorset Council for 2 large scale maps of the Parish

- 5.7 It was noted that businesses, sport clubs and youth groups (such as scouts, brownies etc) should be included in the consultation.

6. [Vision/Mission Statement](#)

- 6.1 The draft vision to be circulated for comment.

7. [Date of Next Meeting](#)

- 7.1 Week beginning 12th August.