

# Sturminster Marshall Neighbourhood Plan

7.30pm Wednesday 14<sup>th</sup> August, 2019

Memorial Hall, Sturminster Marshall

## Steering Group Minutes

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

### 1. Apologies

1.1 There were apologies from Ms Scotton, Cllr Steel and Cllr Palmer.

### 2. Declaration of Interests

2.1 There were no changes

### 3. Minutes of previous meeting

3.1 The minutes of the previous meeting on 15<sup>th</sup> July 2019 were circulated prior to the meeting. These were agreed.

3.2 Matters arising:

- *Action 1: Mr Quick to get quotes for posters, leaflets, banners and flag. **Complete and circulated***
- *Action 2: Clerk to establish how many homes are in the Parish. **Complete – 747 homes.***
- *Action 3: Cllr Jackson to speak to school about advertising event **Ongoing***
- *Action 4: Clerk to send Mr Quick the East Dorset Local Plan Review **Complete***
- *Action 5: Mr Quick to send a revised version of the leaflet wording to the Steering Group **Complete – see below***
- *Action 6: Clerk and Mr Daniels to prepare short report on Parish Plan. **Complete***
- *Action 7: Cllr Gerry to circulate list of ideas to the whole Steering Group for agreement. **Complete***
- *Action 8: Clerk to obtain EA flood map **This has been requested from DC***
- *Action 9: Clerk to ask Dorset Council for 2 large scale maps of the Parish – to include Parish Boundary, Greenbelt, Conservation Area and Flood Plain. **This has been requested from DC***

## 4. Website/Social Media

4.1 Following a discussion on the new ideas circulated by Cllr Gerry it was concluded that the Facebook page would concentrate on more generic ideas, similar to the ones that came out of the Parish Plan (see Appendix 1). Each topic would have a separate post so that people would be able to comment easily. The topics would be:

- Future Housing Needs
- Employment
- Transport and Traffic
- Amenities
- Environment
- Recreation and Youth Facilities

4.2 The video suggested by the media students was discussed. Cllr Gerry to look at wording for this video.

**Action 1: Cllr Gerry to upload discussion points to Facebook and look at wording for the video.**

## 5 First Consultation Event

5.1 The quotes for the printing and advertising were discussed, which came to a total of around £400. This included leaflets, flyers, banners (Neighbourhood Plan: Have your say), and flag. It was resolved to recommend that the Parish Council approve this. An advert for the event has been placed in the Bridge magazine.

**Action 2: Clerk to put Neighbourhood Plan budget on Parish Council agenda.**

### Leaflet

5.2 The draft wording for the leaflet was circulated. The group thought that the design and layout were good and this was agreed. Suggestions were made to make the leaflet more concise and clear and Mr Daniels would send through the amendments.

**Action 3: Mr Daniels to amend leaflet and Mr Quick to recirculate.**

5.3 Cllr Cade confirmed that she would arrange the distribution of the leaflets and that they would be delivered around the 10<sup>th</sup> September.

### Display Boards

5.4 It was agreed that the display boards would focus on the six different topics listed above. The following people were allocated with topics:

- Future Housing Needs – Cllr Cade/Mr Morris
- Employment – Mr Quick/Cllr Godfrey
- Traffic and Transport – Cllr Gerry/Cllr Fookes
- Amenities – Mrs Clothier/Ms Scotton
- Environment - Cllr Palmer/Cllr Jackson

- Recreation/Youth Facilities – Cllr Steel/Cllr Seare

5.5 Each member of the steering group would be responsible for preparing their own boards using the questions in Appendix 1 as a guide. A decision will be made at the next meeting on design and layout so the boards all look the same. There is also to be an additional board on the local plan process so far.

**Action 4: Clerk to prepare Local Plan display boards**

**Action 5: Steering Group to think about content of their boards.**

5.6 Aerial maps and street maps would be available along with post its so that people can annotate them with their ideas. Photos would also be used to make the displays more interesting.

## 6. Vision/Mission Statement

6.1 All in agreement with the Vision.

## 7. Date of Next Meeting

7.1 7pm on Monday 2<sup>nd</sup> September