

Sturminster Marshall Neighbourhood Plan

7.30pm Wednesday, 9th October 2019

Memorial Hall, Sturminster Marshall

Steering Group Minutes

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

1. Apologies

1.1 There were apologies from Cllr Palmer and Ms Scotten

2. Declaration of Interests

2.1 There were no changes

3. Minutes of previous meeting

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

3.2 Matters arising:

- *Action 1: Cllr Fookes to issue a press release - **Complete***
- *Action 2: Clerk to arrange board headings - **Complete***
- *Action 3: Clerk to print out additional maps - **Complete***
- *Action 4: Clerk to print out map headers - **Complete***
- *Action 5: Mr Quick to purchase flag – **A board was purchased instead.***

4. Results of Consultation Events

4.1 Over 120 people attended the consultation event and the feedback was very positive. It was noted that not many young people attended so they would need to be targeted specifically in the next consultation.

4.2 There have been several offers of help as a result of the consultation event. Clerk to reply to say that work supporting the Steering Group will be welcomed, however the Steering Group is at capacity at this time.

Action 1: Clerk to contact people that had offered help.

- 4.3 Mr Daniels has drafted a report on the results of the consultation, and this had been circulated. An article for the Bridge magazine has also been drafted which will be sent to the Echo/Blackmoor Vale.

Action 2: Mr Quick to put article in Bridge Magazine. Cllr Fookes to provide contact details of press and Mr Quick to send out press release.

- 4.4 Contact had been made from Savills requesting a meeting and it was agreed that Mr Quick should respond to this to ask what it will be about.

Action 3: Mr Quick to contact Savills

- 4.5 Clerk to contact link officer at Dorset Council to let them know about the event.

Action 4: Clerk to contact Dorset Council to give them an update on progress

- 4.6 It was agreed that the consultation report should be put on the website and on Facebook so people could read all the comments but with a sentence explaining that not all comments may be able to go into the Neighbourhood Plan but would be noted.

5 Next Steps

- 5.1 In order to apply for the Locality Funding it is necessary to put in an Expression of Interest Form. However, once the form has been submitted there is only 14 days to apply for the funding and a quote is needed for this. It is therefore important to get a quote for the work.
- 5.2 A discussion was held on the need to get three quotes. Having examined the latest financial regulations from NALC it was concluded that it would be important to get three quotes to meet with these regulations. Three local companies are:

- **Joanne Witherden**
- **Dorset Community Action**
- **O'Neil Homer**

Mr Quick to draft a brief detailed progress so far and asking what actions they would propose and what actions they would need the Steering Group to do alongside prices for each item.

Action 5: Mr Quick to draft brief for consultants

- 5.3 A project plan would also be drafted for the brief to give an idea of timecales
- 5.4 The group then looked at what work could be started whilst waiting for quotes. Mr Daniels to look at the process and what can be started. Potential for character surveys, land surveys, scoping and vision objectives, environmental assessment and development needs.

Action 6: Mr Daniels to look at project plan and work that can be started.

6. Date of Next Meeting

Wednesday, 27th November 2019 at 7.30pm

