

**MINUTES OF THE NEIGHBOURHOOD PLAN STEERING GROUP HELD ON 11TH FEBRUARY
2014 IN THE TOWN HALL**

Present: Philip Toogood (Chairman for the meeting), Robert Savage (H & T Chairman), Cllr Bert Jackson (Community Chair), Irene Hawkins (EE&T Chair), David Hudson, Cllr Derek Lawson MBE, Cllr G Whiting, Cllr Mrs P Whiting and Sandra Mitcham (Town Clerk).

1. **APOLOGIES** were received from Nigel Cheetham, Jon Sidey, Barry Prigmore, Cllr Mrs A Sauntson and Lisa Craven- Quantrell.
2. **MINUTES OF THE PREVIOUS MEETING – 14th January 2014.** These were approved and duly signed by the Chairman.

3. NEIGHBOURHOOD PLAN.

3.1 *PM Report and Discussion .*

Philip circulated copies of his report.

Recruitment of Community Champions by Sandra was ongoing He had contacted two likely volunteers, one to assist on the Highways and Transport Group. Replies had not yet been received.

60% of the work packages were complete and meetings had been held with stakeholders such as the Education Department, Highways Department and Ferrers School.

Following a meeting with James Wilson the day before there was a suggestion to reassess the timescales to elongate the process and look to have the document ready for examination at the end of the year. This reflects the iterative nature of stakeholder consultations and uncertainty around the Core Strategy. It was felt that it was better to get it right first time and have a process of consultation on the draft policies before the document is finalised for the pre-submission consultation. Approval of a revised project schedule would be an agenda item at the March meeting. Action NC/SM

The next stages were for James Wilson to pull together the entire work package into one report so that a list of policies can be honed down to a few.

The new website www.highamferrersneighbourhoodplan.org.uk had been launched.

4. COMMUNITY PLAN.

Sandra Mitcham had prepared and circulated the action plan from the Community Plan with updates on progress. It had a traffic light system to reflect the priorities that had

previously been placed on the actions. She then presented the report covering those highlight red i.e. where the action should started within 12 months

There was discussion about parking enforcement in the Market Square and education of employers.

How to move forward the 'In Bloom' action was discussed. Irene felt that Tourism was fully committed with the Cloister Gardens and hanging baskets. There was a need to set up a separate group. Some people had volunteered when they originally responded to the questionnaire. The community facilities should write to these to facilitate this new group. Action: Bert.

Irene reported that she had compiled a list of businesses in the town and was to write to each one to suggest that they have special offers on Farmers Market weekend. She was also working with the library on the provision of a Tourist Information Point.

5. ANY OTHER BUSINESS

There was a report on the meeting with the Head at Ferrers School. He had indicated he was keen that the school should be more involved with the community. He would like a community 'all weather' pitch on the site and is prepared to talk about the possible availability of land for a community centre should negotiations with the Methodist Church fail. The previous proposed land swap was no longer on the cards. The school, which now has academy status, owns the land in trust. The suggestion that pupils made a video about the town was well received and there was a possibility some sixth formers could be training as guides for the Town Walk.

Sandra presented a document she had produced indicating possible sourcing of funding for community projects. In the main, projects would have to be delivered by the Town Council or a constituted community group. It would assist Sandra when projects came forward if possible sources of funding had been identified.

6. DATE OF NEXT MEETING:

6pm in the Town Hall **Action: SG**