

Northill Neighbourhood Plan
Project Team Meetings
02.03.16

1. Vision and objectives

- Minor modifications made to style and usage
- SG members will be asked to suggest any stylistic or grammatical adjustments but not alter substance by Wed 9th March. **PS to action**
- Vision and objectives will then go out to public consultation to be actioned at next PT meeting.

2. Spreading the load

- PS expressed concerns about core team undertaking too much
- Situation thought to be ok for time being. Team members must ask for assistance if needed
- SB and PS to be removed from list of potential members of WGs remaining to be set up.
- SG members to be asked if they can do more to support at next SG meeting.

3. Setting up “ Getting about” and “ Community Facilities “ WGs

- Heritage and Environment Groups now up and running
- Important to set the remaining two groups up within the next fortnight
- Names were suggested to be approached for inclusion in these groups. **RC,HP and PS to action**
- Members asked to review those who requested more info about NP and let PS know any with suitable experience. **All to action**

4. Project Team Links with WGs

- Reminders about importance of link role; supporting and troubleshooting and holding groups to account to produce report backed up by evidence. **Action all members**
- **PS to send links start-up info.**
- **RC and PS to supply maps collating sites for each group as needed.**

5. Site assessments

- Final version now in site ,awaiting weighting comments from Sally Chapman
- Decision that current version could be used in the field prior to this. **.SB to circulate latest version to group.**
- SB to conduct field trail with Simon Maudlin tomorrow
- **HP to organise site visiting schedule with landowners, Wyn and Allan.**
- **SB will construct a grid relating suite assessment questions to vision and objective statements.**
- **RC to produce diagram showing the relationship between vision and objectives , site assessment and NP evidence base**

6. Grant expenditure and continued funding

- From most recent Financial information we have underspent the projected budget
- May have to return some funding not spent by the end of the financial year to Groundworks.**HP to talk to John Wells regarding our position**
- NPC agreement to earmark funds for NP may help alleviate any break in income.**GH and HP to draw up new budget for next meeting.**

Note: remainder of agenda postponed till next meeting on Tues 15th March 230pm.