



Brockhampton Group Parish Council

Neighbourhood Development Plan Steering Group Meeting held at **6:00PM on Wednesday 20th June 2018** at Bromyard and Winslow Town Council Offices

Meeting Notes

Present: Tamla Bowdler (NDP Chair), Kristine Goodman, Dave Cave, Clive Morris, Paul Friend

In attendance: David Hunter-Miller (Parish Clerk), David Forster

1. Review of area demographics

Census data had been reviewed, most of the parish falls into Bromyard rural area, Linton was the only area that was separately identified. It was hoped that the census data could be expanded and verified by the residents' survey.

It was noted that there was a shortage of starter homes and private rental properties.

2. Skills and diversity matrix of Steering Group

Between members of the Steering Group there was experience in: parks, agriculture, machinery, building, engineering, business, planning, planning enforcement, tourism, education, civil engineering, ecology, marketing and information technology.

It was felt that representation from the farming community and Brockhampton School would be beneficial and enquiries would be made accordingly.

3. Community consultation and press release (including call for new Steering Group members)

A consultation statement was a statutory requirement of the NDP process. A draft community involvement strategy and press release was considered.

- It was suggested that an NDP Facebook page would be useful and this would be discussed further at the next Parish Council meeting.
- Regular updates would be sent to Herefordshire Council.
- Letter drop coordination would be reviewed further for the next Steering Group meeting.



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- An online option for the residents' survey was considered desirable and this would be discussed with David Nicholson (NDP consultant).
- It was hoped that an initial consultation event could be held during September or October 2018.
- Contact would be made with the local schools to see if they could assist with the consultation.
- The Gypsy Liaison Officer at Herefordshire Council would be contacted regarding consultation with the traveller community.

4. Review of the residents' questionnaire

Further discussion on this would be deferred to the next meeting.

5. Project plan

A draft project plan would be developed and would be refined in future as required.

6. Recommendations for consideration by the Parish Council

The following items would be taken to the next Parish Council meeting for consideration and approval:

- Community involvement strategy
- Press release
- NDP Facebook page
- Parish Councillors to assist with letter drop and consultation events

7. Items for the next agenda

The following items were agreed for the next Steering Group agenda:

- Election of NDP Chair
- Review of residents' questionnaire
- Community engagement
- Project plan (including consultation plan)
- Input from David Nicholson

8. Date of the next meeting

The next Steering Group meeting is scheduled for 6PM on Wednesday 18th July 2018.