



Brockhampton Group Parish Council

Steering Group Meeting held at **6:00PM on Wednesday 15th May 2019** at Bromyard and Winslow Town Council Offices.

Meeting Notes

Present: Tamla Bowdler (NDP Chair), Kristine Goodman, Dave Cave

Brockhampton Group Parish Council Neighbourhood Development Plan Community Consultation Event

Date: Thursday 3rd October 2019

Time: 18:00 – 20:00 (note help will be needed before and after for setting up and clearing away)

Location: Brockhampton Primary School Main Hall

Objectives of the Event:

1. Ensure the local community is aware of and engaged in the NDP process and feels they have a say on future proposals for housing development in the local area
2. Provide David N and the parish council with feedback on the housing proposals and a variety of other key areas impacting the parishes (see below)
3. Meet the government obligations for community consultation as part of the NDP process

Format:

The event will provide a mix of formal and informal elements to ensure the right balance of information sharing, discussion and providing feedback is achieved. This will include a short (20 mins) introduction and summary of the key elements from Tamla, PC Chair and David N. In addition there will be 6 information and discussion stands around the hall to drive more intimate and detailed discussions on the key topic areas. There will also be a registration area and a refreshments station.

Introduction Agenda:

- Welcome from Tamla, Chair of Steering Committee
- Introducing:
 - David N, NDP independent consultant – High level questionnaire feedback, sites criteria, site selection (details will be available on the housing development stand)
 - Chair of Parish Council – Thank people for attending and underline what the council is looking for out of the evening.

The consultation stands will each have an information board with a set of questions we are looking for discussion and feedback around. Each stand will have a table and chairs by it for people to discuss the issues and note their feedback on post it notes to place on the discussion board. Each stand will need a minimum of 1 and ideally 2 people to answer questions, stimulate discussion and encourage the collections of feedback.

Consultation Stands:

1. Housing Development
 - Content for stand – David N (Tamla to edit)



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- Resource Required: 2 people including Chair of Parish Council [Action: Ask Nigel Shaw to attend this stand as our Herefordshire Council representative]
- 2. Landscape / Biodiversity
 - Content for stand – Dr Bod and Tamla (with Wildlife Trust)
 - Resource Required: 2 people including Dr Bod [Action: Tamla to request representative from Bringsty Manorial Court]
- 3. Farming
 - Content for Stand – Kristine
 - Resource Required: 2 people including 1 x parish councillor and 1 x farmer from the parish
- 4. Recreation and Tourism
 - Content for Stand – David Forster and Kristine
 - Resource Required: 2 people including Kristine/David F [Action: see if we can get a representative from National Trust]
- 5. Community Facilities
 - Content for Stand – Matthew Mander and Dave Cave/Karen Rock
 - See specific note relating to this below
 - Resource Required: 2 people; Dave / Karen and Matthew
- 6. Economy
 - Content for Stand – Tamla
 - Resource Required: 2 people including Tamla [Action: see if we can get an interested party from the local chamber of commerce involved]

Other Resource Areas:

1. Registration – minimum 1 person to collect details of attendees [Action: source from Parish Council]
2. Refreshments – Brockhampton PTFA [Action: we would like to offer free refreshments to attendees, this can be achieved by paying the PTFA for providing the service – can a budget be approved for this?]
3. Set up and clear away – we need all hands on deck for this
4. There are a number of preparation activities that form the run up to the event. I will draft these up separately, but again they will need support from the wider parish council so please take these into account.

Other Opportunities:

The NDP process to date and the community event provide some additional opportunities that the parish council could consider to pursue.

1. Community Grant application with Brockhampton School to fund a capital investment in additional teaching and community space on the Brockhampton School site. I have already raised the possibility of this with Mr Mander based on my own knowledge of community funding and the findings from the questionnaires regarding priority community resources. I will prepare an overview relating to this for the parish council to consider – it will need a dedicated lead from the parish council to work with the school business manager if its decided to pursue this.
2. Recruit new members to the parish council and drive awareness of parish council activities. With a cross section of the parish in attendance the event provides the ideal opportunity to stimulate interest in the Parish Council and help identify potential parish councillors moving forwards. If this is something the parish council would like to exploit we could look to have an information stand for the Parish Council at the event, this would need to be manned.