

Notes and Actions from 4th Neighbourhood Plan Steering Group held on 24 January 2014.

Present: A Clements, J Walmsley, J Porter, P Wilson, R Park Apologies: J Backhouse

1. Village Hall Meetings:

All previous actions complete with meetings taking place as follows with voting records.

Ward	Date	In favour	Against	Abstentions
Sawley	20/01/14	20	30 ¹	5
Tosside	22/01/14	19 ²	0	5 ³
Bolton by Bowland	23/01/14	55	0	0
Total		94	30	10

The outcomes of the meetings were discussed and a discussion took place about the definition of the designated area for the Parish. JP could not support the inclusion of Sawley due to the number of votes recorded in Sawley against continuing with the production of a plan.

2. Steering Group Membership; Agreed that ADC would discuss MW's role perhaps on a BBB working group. MW has expressed a wish to join the steering group. As agreed at the previous parish council meeting membership of the steering group needs to be agreed at PC meetings. ADC to put on PC agenda for 3 February 2014. It was also proposed that ADC continues as SG chairman when JP becomes chair of the PC in May 2014.
3. Secretariat; Ongoing. Catherine Curry produced the minutes of the BBB meeting and may administer document filing and retention. (Since confirmed by ADC)
4. Designated Area. JW tabled a paper 'Proposal for the designation of a neighbourhood plan'. The layout and content is similar to that submitted by Longridge. The SG agreed to recommend the proposal to the PC for their approval on 3/02/14 and includes the BBB and Gisburn forest wards only. (Note JP's comment above).

It was agreed that once the designated area status had been published by RVBC that SG would encourage and promote a positive response to the consultation document. The consultation period lasts for six weeks. RP to liaise with David Ingham at RVBC; RP and ADC would also produce a note to inform RVBC councillors responsible for wards in the parish: Elms, Sherras, Ranson. David Smith LCC would also be informed. At an appropriate time to make contact with K Hind (RP)

Information would also be uploaded to websites and notice boards.

¹ Includes one proxy vote decided ahead of the meeting

² Includes one vote made by a Tosside resident at the BBB meeting

³ 5 people from the Craven side of the ward who were asked not to vote

5. Website
ADC has made a proposal to NG and KD
DH has produced a note re noticeboards etc.
6. ADC producing spreadsheet proforma to collect 'development' data. Will be with RP next week. Ongoing
7. External support and training. Meeting with Kirkwells 20 March 2014. Other consultants have been contacted.
8. Agreed that the steering group would take the recommendation to the PC on 3/02/14. ADC to agree agenda with BD.
9. JW tabled a list of work ; agreed that this should be progresses to maintain momentum.
Items number refer to list:

1 ADC/RP
2a ADC
2b,c,d RP
3 ADC
4 JW done
5 RP to involve helper
6 RP to involve helper
7 RP to involve helper
10. DONM 10/02/2014 7:30pm Bolton Close

A D Clements