

## Minutes Pembridge NDP Steering Group Meeting 5th July 2016 - New Inn 7.00pm.

Present: Cllr A. Pace, Mrs M Spinks (Data Orchard), Mrs M Albright, Mr J Purslow, Mr K. Myers, Mr G Hardy, Mr C Sutherill, & Clerk Mrs R. Bissell.

**1. Apologies** accepted from Cllr P Rogers, Cllr M J Hancock, Mr B Pierce, Mr S Jones & Mr S Jaques.

### **2. Approval of minutes**

The minutes from meeting of the 7th June were agreed unanimously and signed by the chairman.

### **3. Presentation for show & Village Hall**

Mr Myers suggested holding a presentation at the good neighbour coffee morning, to be decided if required.

The group discussed options on how to prepare the presentation and agreed on a preferred method.

Further work is required on the slide show, initially to be undertaken by Mrs Spinks to include the vision and some survey data. She will also edit the document to look more user friendly using less blocks of wording. Once edited Mrs Spinks will forward to Mrs Albright for any final additions and photographs. This will be finalised by the group at a short meeting on 19th July 2016. The stand is booked for Pembridge Show 30 July & Village Hall 5th August.

Decisions:

- Gazebo to be borrowed for Pembridge show. To be erected Friday day time. *Mr Hardy to check Village Hall Tables availability.*
- A2 sheets to be printed from the finalised slides & displayed on boards. - Boards for the intro and vision and one for each of the objective headings.  
*Mr Hardy to cost boarding from Roundabout & Clerk to investigate hiring display boards*  
*Mrs Spinks to provide details of printer in Hereford.*
- Maps to be printed and laid on tables. Tables to be sought. *Maps to be laminated - Clerk*
- Prints of the survey results to be printed and laid on tables - *Clerk*
- Core Strategy documents to be made available on tables - *Clerk*
- A4 sheets to be offered to visitors to include a tick box asking whether a resident/landowner/visitor/business interest in the parish, possibly an age demographic question too. One sheet tasking whether they agree with the slides and offer space for comments. - *Mrs Spinks/ Mrs Albright*
- Show rota to be drawn up to cover 10am - 4pm, 2 people two hour shifts - *Clerk.*
- Banner to be printed, possibly using newsletter header photo.- *Clerk*
- Sweets to be purchase for sweetie bowl - *Clerk.*
- Clarification of actual housing figure to be confirmed - *Mrs Spinks to check.*
- All members to help set up on Friday afternoon/evening from 4.00pm.

### **4. Correspondence**

After the village walk to assess available land, the Clerk advised a letter had been forwarded to landowners abutting the boundary asking whether they would like the land included for possible future development in the NDP. One responses in writing and several verbal responses to be followed in writing.

Grant remittance received 29.6.16 - 6 months to spend the funds or return.

### **5 A.O.B**

None.

### **6. Next meeting Tuesday 19th July 2016 in the New Inn at 7.00pm to finalise show preparations**

Meeting Closed 8.15pm

Signed .....

Date .....