



MINUTES OF 17th MEETING OF THE BENTWORTH PARISH NEIGHBOURHOOD PLAN (BPNP) STEERING COMMITTEE, HELD AT 19.00 ON 12 DECEMBER 2016 AT THE WHITE HOUSE

Present

Boyd McCleary (BMcC), Debbie Rhodes (DR), Colin Brooks (CB), Dave Hutley (DHu), David Hawes (DHa), Veronica Parker (VP), Peter Egerton-Waarburton (PEW)

Apologies

Nicholas Branch (NB), Alasdair Pepper (AP), Jean Cornelius (JC)

No	Points Noted/Agreed	Action With	Timeline
1.	Minutes of the meeting of the Steering Committee on 8.12.16 amended and approved. To be circulated to all members and observers and placed on the Parish Council website.	BMcC	20/12/16
2.	Website: We agreed that the Neighbourhood Plan section of the Parish Council website ought to be revised. BMcC and DHu to speak to Toby Stevens.	BMcC/ DHu	15/1/17
3.	Communications: <ul style="list-style-type: none"> • We noted that every effort had been made to publicise the Public Meeting on 15th December. This included a banner on the Village Green. • In view of the fact that the deadline for the January issue of "The Villager" was 15th December, we agreed to have a one page flyer printed to insert in the magazine. We also agreed the broad outline of the draft for this article. 	BMcC	16/12/16
4.	Vision, Objectives, Policies and Community Aspirations: We agreed amendments to the initial draft of the Vision, Objectives, Policies and Community Aspirations. BMcC to prepare a comprehensive text, with comments (including areas of unclarity/inconsistency) and have copies prepared for all who attended the Public Meeting on 15 th December (100 copies).	BMcC	15/12/16
5.	Public Meeting: <ul style="list-style-type: none"> • We agreed to have two copies of the draft Vision, Objectives, Policies and Community Aspirations printed on A0 and put on display at the Public Meeting, giving parishioners an opportunity to offer comments on Post-it notes. • We agreed the outline for BMcC's Remarks and the 	DHu	14/12/16

	Agenda for the Meeting.		
6.	Frequently Asked Questions: BMcC noted that he had arranged for the FAQs to be placed on the Parish Council website. A copy would also be made available for attendees at the Public Meeting.	BMcC	15/12/16
7.	Survey Monkey: we agreed that we should maintain membership of Survey Monkey, so as to ensure we had full access to the results of the Questionnaire.	VP	15/12/16
8.	Next Meeting: We agreed that the next meeting should be held in the New Year at a date to be agreed subsequently.	All	

BMcC 01/01/17