

Present:

Allan Gibson	David Cornish	Roger Marshallsay
Andrew Pearce	Graham Jukes	Roland Cundy

Apologies:

Pauline Grainger

1 Minutes of meeting

Minutes of meeting 01/10/19 accepted and signed as a true record of meeting. A signed copy to be given to Parish Clerk for filing.

2 Actions

- DGC to enquire if the PC would take ownership of the Survey Monkey account long term. Council meeting next week. ONGOING
- DC to find out if there is a more recent project plan than one presented on 30-7-19. Created an August plan. CLOSED
- DC arrange meeting for DC/AG with Simon Weeks. CLOSED
- DC arrange meeting for some members of SG to meet with WBC. ONGOING
- AG determine if we need LA (Bell-Cornwell) to help with Housing Needs number. ONGOING
- AG contact GM, CM re offer from Brian Smith to help with work on commercial and retail needs but not as a leader of a separate group. He was happy to work alongside "Brown" group. AG has made contact and meeting arranged for 1-10-20 CLOSED
- PG trial a second questionnaire input onto Survey Monkey to see if SM will accept multiple inputs from one computer. PG input two further copies via Survey Monkey on same PC as original and no problems. CLOSED

Agenda items: Housing needs

Questionnaire distribution

3 2020/21 Budget

There has not been any indications from the teams as to what their budget requirements may be in the following financial year. The SG is not clear if we will be seeking to get a Technical Grant to cover identified housing needs.

To date we have a Parish grant of £5K that we have £3034 left. We also have the Locality grant of £7765 that has not been used, however this will be used to pay the printing costs etc for the questionnaire. We will have about £1235 that we could ask Locality for in 2020/21. There was a feeling that we should ask the Parish to consider advancing the NDP team a further £5K for this coming financial year. DC to make that request.

4 Housing Needs

There is still an unsure feeling in the Steering Group (SG) as to if we want/need to put a number of houses to be built over a set time in the NDP or just indicate where we would want to restrict building to. Do we need a Housing Needs Analysis? The Locality document on HNA, page 5 indicates that we

should be using data available to us from various sources at the WBC level as well as estate agents and other places. This may have caused a confused message to the Housing team that appear, to the SG, as they are not making the progress as expected. This is born out by their lack of any plan. There is also a feeling that the Housing team is a Partnership and not a group.

It was agreed that we would invite the HG to the next SG meeting and see what their progress is. DC is to set this up. The out come of this meeting could be another meeting, SG, Housing and Bell Cornwell to clarify the way forward. DC to also set this up. Subject to availability of Chris and Griff the next SG meeting will be at 9am on Wednesday 30th October. AP to seek room availability as the Library will be open.

AG indicated that he had received an email from Liz in Bell Cornwell yesterday asking how things were.

5 Questionnaire Distribution

The printer had an issue with the printing and enveloping so we only received circa 50% last week to make into bundles for delivery. The residue should be delivered on the 16th and they will go to RM's house for making into bundles on the 17th. DF, RM and DC will tackle that from 9am on the 17th.

Question was raised did we intend delivering to Hogwood Ind. Estate and to the schools? RC indicated that if he had some left over he would do Hogwood. AP will do the schools and help in Hogwood if required.

We are saying now that as far as creating stats from the returns we will make the CLOSING DATE as 15th NOV.

Actions

Ongoing

- a. DGC to enquire if the PC would take ownership of the Survey Monkey account long term. Council meeting last week.
- b. DC awaiting comment from Simon Weeks re housing needs number.
- c. DC arrange meeting for some members of SG to meet with WBC.
- d. AG determine if we need LA (Bell-Cornwell) to help with Housing Needs number.

New

1. AP to set up a room for 30th Nov SG/Housing meeting at 9am.
2. DC arrange a meeting of Steering Group, Housing Group.
3. DC arrange a meeting of Steering Group, Liz Alexander, Housing Group. If Action 2 above requires it.
4. RM, DC and DF to create questionnaire delivery bundles on 17th.
5. RC and AP to cover Hogwood and school deliveries.

Dates of next meetings: **Wednesday October 30th 9am** FBC

Meeting closed 10.35 am

Signed as a true record of the meeting:

Date:.....