

**Minutes of Neighbourhood Plan (NP) Steering Group(SG) and Leadership Group(LG)
Meeting
Church Hall 9:00am, 17th October 2015.**

Attendees

Richard Bartlett
Alan Redpath
Susan Davenport
Clint Hansen
Steve Ridgeon
George Thompson
Chris Moor

Apologies

Dominic Carney (PC Communications)
David Cooke (PC Planning)

Purpose

The Steering Group and the Leadership Group to discuss the upcoming Village NP update meeting.

Agenda

- 1) Change of meeting date and communications
- 2) Format of the Village update meeting
- 3) Review of February pop-in material
- 4) Planning of update presentation

Discussion

- 1) The groups reviewed a strawman format for a leaflet to be distributed to all households announcing the change of date from the 31st Oct to 14th Nov together with suggested content. The group reviewed the proposal and provided feedback to be incorporated into the final version.
- 2) The groups agreed that the format would include:
 - a. Display boards as an opportunity to share the work completed to date.
 - b. A presentation of what the NP had achieved and the next steps.
 - c. A question and answer sessions.
- 3) A review of the display board used at the February Pop-in session was held. The groups agreed which would be useful, which required amendment, those to be discarded and which new boards were required based on subsequent work. The groups reviewed which material should be included as display boards and which should form part of the presentation.
- 4) The LG and SG proposed presentation outlines. The groups focused on the structure of the presentation and agreed that a draft be produced for the groups to review in preparation for the village update meeting.

AOB

- a. Chris Moor reported that the NP website had been upgraded to allow residents to upload [photographs](#) of the village for use in illustrating the NP document. We would particularly like to receive photographs of:
 - 1) social and sporting events in the village.
 - 2) visitors to the village enjoying (e.g. walking and cycling) the area
 - 3) East Meon's links with farming
 - 4) the use of our green spaces
 - 5) flooding, including roads as well as the river and fields
- b. Alan Redpath confirmed that a review of SDNPA policies in their draft plan would be undertaken and East Meon would provide comments ahead of the consultation deadline.

Actions

All actions have been loaded on the NP [action tracker](#).

Next meeting of Leadership Group (LG)

Every Thursday 8pm in the Church hall except for 12th November.