

**NEIGHBOURHOOD PLAN: BITTESWELL**  
**ADVISORY COMMITTEE MEETING MINUTES**  
**20<sup>TH</sup> MARCH 2019 BITTESWELL VILLAGE HALL**

**Present**

John Allsopp (Chair), Helen Denton-Stacey-Clerk, Reg Flint (BPC), Peter Osborn, Gary Kirk (Mentor), Tony Kenton, Julia Pearson, Margaret Foster (BPC), Phil Bowden, Maggie Osborne.

**Apologies**

Nigel Chapman, Russell Grant, Julian Cowie, Ian Morris

**2019-16. Welcomes and apologies**

Recorded.

**2019-17. Declarations of Interest**

No declarations to record

**2019-18. Minutes of previous meeting**

Minutes of previous meeting 20<sup>th</sup> February signed by Chair.

**2019-19. Update on actions:**

**a. Vision Statement**

Still in progress, HDC are to provide maps once strategic plan is approved so maps can be updated.

**b. Logo**

Julia advised she is awaiting the open event date so the process of the voting can be published.

**c. Questionnaire**

Phil is to request to add the questionnaire to the Parish Council website.

Questionnaire has been revised from the previous feedback, further changes were discussed and will be made. Gary advised Your Locale will create a survey monkey questionnaire so it can be completed online also. The group discussed hand delivering the questionnaires and collecting or having drop off points, feedback on these options is to be discussed at the April meeting. Gary advised to add GDPR policy to the statement. The group discussed the prize for the optional prize draw if details are given, prizes are to be thought about and suggested to John within 7 days. John asked the group to think about the photos they would like added to the questionnaire and to the plan and to feedback. He will also look at the photos included on the Parish Council website. He would like suggestions of possible locations or sites. The group discussed protected open spaces and will discuss further.

Gary advised the open event would be ideally suited to a Saturday morning 10-1pm. He would like 40 images of the village for the event. The open event proposed date is 8<sup>th</sup> June and invitations are to go out with the questionnaires.

**2019-20. Funding**

Gary advised that the next round of Locality funding reopens for applications in April, Gary will apply on behalf of Bitteswell. He will present the budget at the next meeting.

**2019-21 Project Timescale**

Gary advised he will provide the updated timescale for the next meeting.

**2019-22. Any other business**

Gary advised now is a good time to be contacting stakeholders to advise that the Neighbourhood Plan has commenced and asking for any comments. Gary is to send the template to Helen so she can amend and send out.

A parishioner has contacted the Parish Council about Leire's plan. This will be discussed at the PC meeting.

The group would like the agendas to be sent the week before the meetings to remind them of the dates.

**2019-23. Date of future meeting(s)**

Wednesday 10<sup>th</sup> April @ 19:30pm

**Meeting closed 20:55pm**