

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

**Present**

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

**Apologies**

Russell Grant

**2019-28. Welcomes and apologies**

Recorded.

**2019-29. Declarations of Interest**

No declarations to record

**2019-30. Minutes of previous meeting**

Minutes of previous meeting 19<sup>th</sup> June signed by Chair.

**2019-31. Action points from previous meeting**

None

**2019-32 Project Timescale**

No changes.

**2019-33 Launch Event**

GK felt the open event was disappointing due to the low attendees, he advised the normal turnout is around 15-20 who then split into the groups with the facilitators, It couldn't happen at the launch event.

**2019-34 Theme Groups**

GK explained the roles of the theme groups, these are split into three Housing, Environmental and Community facilities and traffic. He advised the best course of action would be for the Steering group to form these theme groups & hopefully involve others, Clerk is to contact those who have expressed an interest again & advise of the date of the planned theme group meeting, once date has been set, the possible dates at present are 18<sup>th</sup> or 25<sup>th</sup> September. He advised John Martin will guide through the process with Environmental, he feels housing could be an issue due to the work required for policies with such a small number ,but feels it is achievable within six months. The steering group are happy to join either theme group to ensure number are met. Clerk is to email to interested parties the role of facilitator & as a theme group member.

**2019-35 Project Budget**

GK feels that the budget is on target, Reg asked if the funding was sufficient to take the group into 2020. GK confirmed it has been allocated.

**2019-36. Any other business**

John has collected all of the completed questionnaires, there are 5 volunteers to analyse & Phill will produce a spreadsheet to capture all of the responses in detail. John has received the limits to development details from Reg, he will circulate this to the group.

**2019-37. Date of future meeting(s)**

Theme group meeting either 18<sup>th</sup> or 25<sup>th</sup> September @ 7pm  
Group meeting November date TBC @ 19:30pm

**Meeting closed 20:20PM**