Bury Village Neighbourhood Plan Forum

Minutes

Date and Time:	13 April 2016 7.30pm	
Venue	Bury Village Hall, Committee Room	
Attendees	Jeremy Mumford	(JM)
	John Prestage	(JP)
	David Bufton	(DB)
	Fiona Cameron	(FC)
	John Arkle	(JA)
	Lisa Schiavo	(LS)
	Rachel White	(RW)
	Peter Brindley	(PB)
	Peter Hazell	(PH)

1. Welcome and introductions of new people
   Peter Hazell, Peter Brindley and Rachel White were all welcomed as new members of this Forum

2. Apologies
   John Prestage presented his apologies

3. Stage 2, Step 5 - Community Engagement, what we need to do and how, ideas
   The meaning, requirements and methods of how to achieve this stage were discussed.
   A discussion took place about how we could have a stall at a local event such as the Ramsey Carnival/Fete etc. It was agreed we should do so at the Bury Show in September but we needed one sooner. This will be investigated
   Action DB, FC & RW
   It was agreed that a survey should be designed to ask three basic questions of the community which could be handed back to the forum, placed in collection boxes which would be placed in the White Lion, Bury Cakes, The Bury Stores and 2 locations in Ramsey TBA
   Leaflets/question sheets should be left at these venues also.
   Action JM to talk to collections sites
   Action JM to design Questions
   All Forum members will undertake to find venues to talk about the NP Forum for the next meeting. Venues could be in Ramsey, Upwood etc as Bury people attended these too.
   Action ALL

Lists of the clubs etc using the Village Hall should be researched
Action FC

A 'forum' will be placed on the Bury Village Neighbourhood Plan website for people to contribute
Action PB
We should all take every opportunity to talk about the NP so people are aware and start to think about their ideas.
Updates of progress should be placed in local papers
Action JM & LS

4. Roles
   We discussed the collection of data that will be required to build the NP and as drivers for the questionnaire. The following took responsibility as follows:
   - Start the engagement process — All
   - Website — PB/JM
   - Newspapers — JM/LS
   - Local councils and HDC — JM
   - Project Plan, Budget and Funding — DB/LS
   - Database for local businesses — JA
   - Database for Statutory Bodies (have asked HDC for info) — PH
   - Lists of local bodies, clubs, services we should be addressing — All

5. Website, what we should have on it
   It was agreed that as many of the projects documents should be held on the website for the community to see, some may be required to be just for the Forum members viewing.
   Links to useful data should be added to the website for all Forum members to use/view.
   It was agreed that a theme could be to use local children's pictures on the home page.
   Action JM & PB

6. Meeting Closed at 9.10pm

7. Next meeting
   Wednesday 27 April 2016, 7.30pm in the Village Hall Committee Room.