

Bury Village Neighbourhood Plan Forum

Minutes

Date and Time: 11 May 2016 7.30pm

Venue Bury Village Hall, Committee Room

Attendees Jeremy Mumford - Chair (JM)
Fiona Cameron (FC)
Lisa Schiavo (LS)

1. Apologies

Apologies were received from John Prestage, Peter Hazell, Rachel White, John Arkle, David Bufton and Peter Brindley.

2. Actions from previous meeting

Engagement Process

LS reported that she had spoken to the Carnival organisers who were happy that we walk with the parade and also have a stall. Booking form to follow.

All participants are responsible for their own insurance.

JP in an email, had advised that we were covered by the Parish Council Insurance as we were constituted under the Parish Council and part funded by them.

LS has spoken to the school concerning the children drawing their views of the village and is due to present to the assembly on the 23 May.

JM has spoken to Jim Aston who is going to provide past and present photos.

JM advised that the 'Ideas Form' cost will be £39 + VAT for 100 of A4 size. It was agreed to proceed.

ALL a consolidated list of clubs and groups in the village was presented by JM following input from LS, RW, FC and JM.

PB to advise how many email addresses we have available to us. **No Action**

PB reported by email that the email address greattolive@buryvillage.co.uk had been created. It was agreed that the email should be pointed to JM in the first instance.

LS will bring up the issue of Village Hall web access at the meeting on the 6 June.

3. Start the engagement process

Responsible All

JM advised that Jim Aston had provided a link to his photo's. Once we are agreed which we wish to use he will take 'present' pictures of same and allow us to use them all for our 'Bury Past and Present' stall at the carnival and other events.

JM noted that all venues approached to date had agreed to us having a box on their premises. We need to design and build 5 boxes to hold forms, a

poster telling people what it's for and a box to take completed forms. Ideas and help would be appreciated, please let JM know asap.

4. Lists of local bodies, clubs, services we should be addressing **Responsible All**

The list of local bodies was discussed. It was agreed that JM would approach the village Hall and the groups that use it, FC will approach the Church Hall to confirm all users and contacts, FC and LS between them will approach the Toddlers/Nurseries and Child minders. This to advise what we are doing and to see if is appropriate to attend their meetings and/or to have information passed to parents/members etc.

Action FC, LS, JM

5. Website **Responsible PB**

In his absence PB reported by email as follows:

Slow response. Seems like people like to look but not click. I get the impression that the community needs to be won over from a train of thought such as "so what"? "Does my opinion actually matter.?" "Someone else will do it"? "What's the Parish Council for"? "So what if I don't want more housing built, can I have influence"?

Do we need a login area of the site that we as the committee have access to only.

It was agreed such an area would be a great benefit. All Forum members should have access and we can store work in progress such as the Clubs and Groups list so all can view and add information as necessary

Action PB

PB will be putting an article in the next Free Press asking for the Youth of the village to become engaged with the Website and have a page of their own.

6. Newspapers **Responsible JM/LS**
Deadline for this months Reporter and Informer is the 16/17 May. JM will produce a report/article **Action JM/ALL**

7. Local councils and HDC **Responsible JM**
No action

8. Project Plan, Budget and Funding **Responsible DB/RW**
Nothing to report
JM will send a very high level plan to DW/RW that needs to be fleshed

9. Local businesses **Responsible JA**
No action

10. Statutory Bodies
No Action

Responsible PH

11. AOB

JM has obtained a plan, printed in A1 size, of the parish which shows detail down to individual properties. The idea is to use it at meetings to allow people to scribble thoughts and ideas on it.

JM is looking at identifying all Landowners in the Parish. Would anyone who has any knowledge of this issue please talk to JM.

JM raised the issue of a Constitution/Terms of Reference for the Forum. This has been included in the revised version of Localities 'Roadmap' document and other such groups have produced them.

Given that we are formally constituted under the Parish Council with a specific remit and that we will be obtaining and spending a reasonably large sum of money on behalf of the community such a document is a good idea. It will show how we should operate and what our boundaries are, and who our officers are.

A copy of a proposed Terms of Reference is attached to these minutes. Please would all comment asap so we have a working version for our next meeting.

Action ALL

12. The next meeting will be on the 25th May 2016 at 7.30pm in the Committee Room of the Village Hall.

13. There being no more business the meeting was closed