

# Bury Village Neighbourhood Plan Forum

## Minutes

Date and Time:	29 June 2016	7.30pm
Venue	Bury Village Hall, Committee Room	
Attendees	Jeremy Mumford - Chair	(JM)
	John Prestage	(JP)
	Peter Hazell	(PH)
	Lisa Schiavo	(LS)
	Peter Brindley	(PB)
	Fiona Cameron	(FC)
	David Bufton	(DB)

### 1. Apologies

Apologies were received from Rachel White

### 2. Actions from previous meeting

All actions are discussed with the appropriate agenda item.

### 3. Terms of Reference

The Terms of Reference circulated previously were agreed unanimously and will become the rules for the committee with immediate effect.

Officers required under the Terms of Reference were discussed, the following appointments were made:

Chair – Jeremy Mumford, Proposed by PH, Seconded by JP

Vice-Chair - Proposed by JM, Seconded by FC

Treasurer - Proposed by JM, Seconded by PH

The role of Secretary will be shared by JM and LS for the time being.

### 4. Engagement process - Responsible All

Approach to Local Groups (JM,FC,LS)

JM has spoken to the 20 June meeting of the Bury Village Club, more to follow

Children's Drawing Competition (LS)

The draw was held on the 23 June and presentations made on 27 June.

This was the first outing for the new banner.

The winner is Lorenza (year2) and the runner up is Olivia (Reception)

Pictures were taken by Shaun Foster-Henson

Pictures to PB for the website/Facebook

July newspaper report will include the winner and their picture

Ramsey Carnival (LS)

Past/Present pictures are being prepared by Jim Aston

JM will provide a table from the Rural Museum

All were asked to attend the procession, possible's so far are JM, LS, PB.

Logo (LS)

The bill has been paid which gives us full copyright

Banner (JM)

The banner has been used for the school drawing prizes and will be placed outside Burtons as soon as possible

**Action JM**

'IDEAS' form (JM)

The boxes have all be placed in the agreed locations. JM will check contents every 10 days or so.

**Action JM**

#### **5. Website - Responsible PB**

PB reported that the site has received some 4000 hits

The Calendar has been refreshed and we should all add more items if possible.

PB has added a Tasks app to the site, all should trial it for any actions or work we undertake for the project.

**Action ALL**

JM to check the website forum regularly and respond to all submissions.

**Action JM**

JM will attempt to upload completed and work in progress files to the Private Area.

**Action JM**

#### **6. Newspapers – Responsible JM**

Not due this week

#### **7. Local councils and HDC - Responsible JM**

No action

#### **8. Project Plan, Budget and Funding - Responsible JP,DB,RW**

JM proposed a working group to include JP,RW and DB to work on the Project Plan, to role the project plan into the budget and propose the first application for funding. Participants agreed.

JM will meet with JP to discuss the Treasurers role and the working group.

#### **9. Local businesses - Responsible JM**

No action

**10. Statutory Bodies - Responsible PH**

No Action

**11. AOB**

JM proposed a poster for notice boards, agreed  
JM to send a copy to PB for the Mission Statement

**Action JM**

**Action JM**

**12. Next Meeting**

13 July 2016 at 7.30pm Bury Village Hall, Committee Room.  
The subsequent meeting will be on the 29 July.

13. There being no more business the meeting was closed at 8.30pm