Willoughby Neighbourhood Development Plan

Steering Group Minutes 16 April 2018, 7.00pm at the Village Hall

- 1. **Present**: Maggie Beech, Helen Caton Hughes, Brian Hall, Ken Miles, Steve Palmer, Jim Rowley, Mike Thomas. Absent: Dave Waddington
- 2. Declaration of interests none for this meeting.
- 3. Statements and questions from the community none present.
- 4. Notes of meeting held on 19 March 2018 approved.
- 5. Update on actions and matters arising from the notes:

Printing: Philip Jolley will print for us at cost.

Website: improvements in place.

- 6. Dave Waddington. MB has emailed him expressing understanding for his personal and work pressures and explaining that SG members do now need to be active. He has not replied, and so is taken as standing down.
- 7. Rugby Borough Council Local Plan update. Stage One of the Examination in Public has been completed, and Stage Two starts on 17 April 2018 looking at housing allocations at the Main Rural Settlements and the policies in the Local Plan.
- 8. Parish Council meeting 10 April. They approve our work so far.
- 9. Initial Consultations. Matters arising from the task group meeting on 23 March:

Website: Updated.

<u>Publicity</u>: Willoughby Monthly, Village Emporium all in hand. Our planning contact at Rugby B C, Sophie Leaning, will come to the 16 May event.

<u>Posters</u>: 12 A4 to display on lamp posts and at the Village Hall. HCH has laminator or use weatherproof paper and ink **Action:** MT to find out about the latter.

<u>Summary & Questionnaire document</u>: BH had prepared list of properties for deliveries and zones, which were allocated among SG members. Deliveries start 1 May and finish by 7 May. In doorstep interaction encourage everyone to come to 16 May day, bringing friends etc., and offer to arrange lifts if needed.

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<u>Full Issues & Options document</u>: will be made available online and paper copies to borrow from Steering Group and Parish Councillors.

Consultation period: 7 May to 3 June.

Summary & Questionnaire online: HCH will do this for us on Survey Monkey. She will do two versions - the whole document and just the questions so we can choose. MB to send updated document tomorrow and HCH to send out to everyone to trial. Comments by Friday 20 April (using Reply All). Action: HCH, All

<u>16 May NDP Day</u>: 10am to 2pm (MB, MT and Rachel Settle); 2 – 6pm (KM, BH and possibly Alan Belgrove); 6 – 9pm (MB, HCH, JR, SP).

Display boards: MB will ask Grandborough and Rugby BC. Action MB

<u>Posters etc for 16 May</u>: MB hands out list of ideas. All check for other ideas, and email MB by Monday 23 April. Action all

<u>Old photos of Willoughby</u> – rolling selection on screen in Village Hall. MB consult Richard Jackson. Action MB

- 10. Urgent business. Nothing further.
- 11. Next meeting. 7 May 2018, 7pm Village Hall