

WEMBDON NEIGHBOURHOOD PLAN
TEAM MEETING 01 - ACTION NOTES
07 Nov 2017

PRESENT

Peter Reed	Anne Reed
Peter Major	Mark Phillips
Steve Burge	Richard Thompson
Ben Bowering	Bridget Hedaux
Rob Hayden Briffett	Mike Solomon

APOLOGIES

Neil Harrison

1.1 CHARTER/LEGAL/ADMINISTRATION

Agreed that the team needed a Charter – which would be loosely based on others already available.

PR WOULD GENERATE A DOCUMENT

The Parish Council Clerk had written to SDC (Nick Tait) formally applying that Wembdon Parish be designated as a Wembdon Neighbourhood Planning Area

ACTION COMPLETED

We will set up a meeting with Nick Tait to discuss our plans and initiate formal communication channels with SDC.

MS TO ACTION

BH has kindly agreed to act as secretary for the team for future meetings.

1.2 PUBLICITY

Agreed that we would need a webpage and Facebook page explaining our objectives and regularly reporting progress

MS WILL ORGANISE A PAGE ON PARISH COUNCIL WEBSITE

BH WOULD ORGANISE THE PAGE INFORMATION BASED ON LEAFLET INFO (BELOW)

BH WOULD ORGANISE A FACEBOOK PAGE

Agreed that we would produce an A4 folded leaflet and deliver to all households in Wembdon Parish.

MS WILL DRAFT AND CIRCULATE FOR COMMENT

Our postal address will be PR home. We will set up neighbourhoodplan@wembdon.org as our email address.

MS TO ACTION

Agreed that we would distribute the leaflet ourselves to save cost.
Areas were agreed:

NH - Perry Green
AR - Wembdon Hill
BB - Church Road and Greenacre
RT - Great Oaks, Notaro, Meadowlands and Trinity Way
MP - Inwood and Meadow Park
PM - Wembdon Rise
MS - Vicars and Orchard Lanes

Agreed a consultation event at Village Hall on 11TH DEC with poster/slide show running through 4:30 - 6:00 and presentation and Q&A from 6:15 - 7:00. AR would generate slide/poster display.

Manning agreed as:

4:30 - 6:00 - BH, AR, PM, RT

6:15 - 7:00 - PR, MS, MP, RHB, BB

MS TO BOOK

1.3 SCHEDULES

To meet known funding deadlines we need to action consultations as quickly as possible.

14 Nov - Leaflet to be drafted

16 Nov - Leaflet to be available

20 Nov - Leaflet distribution completed

11 Dec - Consultation event at Village Hall

1.4 LIAISON WITH OTHER NEIGHBOURHOOD GROUPS

School - BH

Church - AR

Youth groups - BH

Farming - AR

Businesses - NH

Police - MS

1.5 NEXT MEETING

12 Dec

7:30 pm at 5 Vicars Lane