



Ruishton and Thornfalcon Neighbourhood Plan Steering Group

Notes of meeting held on 23rd July 2018

In attendance: Mike Marshall (MM), Roy Bulgin (RB), Jim Claydon (JCI), Dave Duke (DD) and Catherine Faulkner (Administrator)

1. Apologies

Doug Lowe (DL) gave his apologies.

2. Declaration of Interest

JCI declared an interest as he is Chair of CCS.

3. Notes of last meeting (13th June 2018)

All agreed minutes were correct.

Update on action items:

- a) The Administrator to speak to Chris (Village Hall bookings) to find out when the football is on with the meeting room and hall also booked – See 2b
- b) The Administrator to write to Stuart Thorne, Chair of the Village Hall Committee to find out what issues they may have with parking and any future aspirations – the football is roughly every other week from 9am – 12pm. Some information had been received but was not confirmed as accurate for the purposes of the Plan. It was suggested it would be helpful to have the total booking per month for a year, or a sample showing activity, if possible.
Action: The Administrator to email Stewart Thorne for specific booking activity for the past year and to obtain information about the aspirations of the Village Hall
- c) The Administrator to contact Sarah Capstick, via John Capstick, and ask if she would comment on the cycle path information we have so far and give her views in terms of going forwards in relation to cycle paths – it was agreed to discuss this further under item 7
- d) The Administrator to add date of Project Team meeting end September/October to the next agenda of the Steering Group – on agenda item 9
- e) The Administrator to analyse the information gathered for the Primary School Parking Survey and circulate it – circulated, attached and on agenda item 4
- f) JCI to meet with Stuart Todd and discuss how the individual topic group aspects of the key issues report can be best managed – on the agenda item 6
- g) JCI to produce a policies pack for each Topic Group to enable them to give their views on those policies, what fits, needs changing et. The packs to be distributed at the next Project Team meeting – on the agenda item 7
- h) The Administrator to arrange the consultation meeting with our neighbouring parishes – The Administrator advised that she had emailed an invitation to the 5 neighbouring parishes but had had little response to date **Action:** The Administrator to send a follow up email to Neighbouring Parish Councils about the consultation event, after the holidays
- i) JCI and the Administrator to produce the timeline and the Administrator to make all arrangements for the stall for Village Day – on the agenda item 5

4. Traffic Survey findings (attached)

The findings within the report were noted. It was clear that there are many more cars entering the Newlands estate area on school days as opposed to holiday periods which was reflected in the “traffic in” counts. **Action:** The Administrator to send a copy of the Traffic Survey Findings report to the Headteacher and the Clerk for their information.



5. Village Day 2018 feedback

It was agreed that it was quieter at Village Day this year as it fell at the start of the school holidays. However, parishioners were interested in finding out what was happening with regards the Neighbourhood Plan and had asked questions.

6. Feedback from meeting with Stuart Todd (Topic Group requirements)

JCI fed back from his meeting with Stuart Todd. He had agreed with Stuart that a list of listed buildings was required which it is thought Andrew Lukes has. Information about surface water flooding is needed and additional information regarding the landscape. **Action:** JCI to speak to AL to ask for a list of listed buildings within the parish.

Further information may be needed regarding local green spaces and it was felt that further community consultation may be required, however it was agreed that further clarity on green spaces was needed **Action:** JCI to look at how to designate a Green Space.

It was raised that the future of the needs of young people, specifically in relation to the park and future recreation, had not been explored further than the initial survey. It was felt that this should be a specific consultation event, held down the park, ideally on a Saturday morning when there is a home football match being held. A gazebo could be put up and the ideas raised in the previous survey could be used as a starter. **Action:** The Administrator to explore with Jim Woolcott whether there was a home match in late September and then put an article in the Newsletter at the end of August.

7. Draft policies packs (attached)

It was agreed by all that the draft packs which had previously been circulated by JCI were very helpful and what is needed. It was also agreed that it may be better to now put the topic groups into new groups to fit the policy areas and that this would be discussed at the next Project Team meeting. The draft of the Issues report should be available for the Project Team by the date of their meeting. JCI explained that the same process should be followed by each group when drafting their policies ie What is the Issue (evidence), What should the policy say (they need to believe it will address the issue), What will the Outcome be (the policy will address the issue in practice). **Action:** The Administrator to circulate the draft policy packs prior to the Project Team meeting so they have time to read it beforehand.

The Administrator advised that Sarah Capstick had agreed to comment on cycle paths within the Neighbourhood Plan. A discussion was had as to how best to involve Sarah. It was suggested that Sarah be asked to join one of the policy groups and have input through them.

The new groups were thought to be:

Economy – John Capstick and Mike Hellings

Environment and Heritage – Sue Sherry, Andrew Lukes and Judy Cottrell

Traffic – Ian Tucker and Sarah Capstick (Dave Duke also agreed to join this group)

Housing – Jim Claydon and Mike Marshall

Community – Julia Curtis, Stewart Thorne, Bridget Dickinson and Jasmine Richards

8. Project Plan Review

It was agreed that there are no changes needed to the plan and that it is currently on target.

9. Date of meeting and agenda for Sept/Oct Project Team meeting

The next meeting of the Steering Group was set for Monday 24th September at 10am at Jim's.

Action: The Administrator to invite Stuart Todd to the Steering Group meeting on 24th September 2018.



The date of the next Project Team meeting was set for Monday 1st October at 7pm subject to room availability. The agenda to include the Issues Report, Policy Pack and a general update by MM.

10. Newsletter

Action: The Administrator to write a Newsletter article about the Park consultation and Green Spaces.

11. Next Steps/Any other business

Village Hall Coffee Morning – it was agreed to take the Vision Posters, timeline and flag to the coffee morning.

Gladmans – It was reported that TDBC has withdrawn its defence against the appeal at Wellington. Further information on the reason was being waited for to see how this might affect Creech St Michael and the knock-on effect of rat-running through our parish.

A letter had been received from Highways England by the Parish Council saying that they will not release their informal consultation findings report. This will be published when they are at the formal consultation stage.

It was reported that SCC are in possible financial difficulties. It was felt that it was important to keep an eye on whether this affects the future of the upgrade of the M5 roundabout.

Boundary changes – the Parish Council is waiting to find out what the outcome of the new wardings will be. The end of the consultation period is the end August 2018 and it is hoped that the new wards will be in place by May 2019 elections.

12. Date of Next Meeting for Steering Group

The date of the next meeting is 10am Monday 23rd July 2018 at Parklands.