

Burghwallis Neighbourhood Working Group

Minutes of meeting held at Burghwallis Public House

27th September 2013

Present:

Parish Councillors: Jill Laming, Brenda Grimes, Kath Walters

Working Group: Adrian Sowden (chair) Alistair Owens (secretary)
David Etchell

Planning Aid Volunteers: Simon Sharp

Apologies: Alistair Owens, Erica Haddock

1. Minutes of previous meeting 12th September

Accepted – excluding endorsed change that at this date David Etchell is part of the N.P. Working Group not the Parish Council

2. Introduction and apologies.

Alistair Owens, Erica Haddock

Brenda informed the group that Erica has now resigned and thanks was expressed by all for her help. Brenda added that Erica would be available if we needed any help in the future.

3. Actions from last meeting:

Actions from 31 July & 12 September resolved

Erica

DMBC Documents: Adrian suggested that the following sections would be of interest to the NP Working Group:-

Sites and Policies

Page	Subject	Page	Subject
4	Neighbourhood Plans	69	Heritage
55	High Quality Design	76	Ecological
61	Domestic Alterations	80	Green Wedges
68	Gateways and Views	82	Open Spaces

Environmental Strategies

Page	Subject
18	Historical Environment
20	Environmental Strategy

All

Promotional Plan

Initial Publicity

The following documentation was agreed to be actioned for the initial publicity, and in accordance with the Timeline produced by Adrian, by the 18 October:-

1. Produce new logo to represent the Neighbourhood plan by Tuesday 1 October *Adrian*
2. Flyer – Designed by Brenda & Adrian. 1 picture and instructions to be amended. *Adrian*
3. Flyer – 300 double sided colour printouts to be produced *Brenda*
4. Flyer – distribution *Brenda/David/Jill/Kath*
5. Advert placed in the Doncaster Free Press *Adrian*
6. Notification of Flyer to be arranged in the next Parish magazine *Jill*
7. Letters to Parishioners (220), local businesses (11), Utilities (6), Askern Parish Council (1), Parochial organisations (5), Historical Societies(3), Local MP (1), Highways (1) to be printed and distributed with Flyer *Brenda/David/Jill/Kath*
8. Autumn Fair 27 October – Flyer and questionnaire to be distributed with the offer of a free entry prize for completed questionnaires *Jill/David*

Initial Engagement

1. A Public Meeting to be arranged for the 19 November in The Burghwallis concert room at 7pm.
2. The concert room is to be booked including refreshments of tea/coffee and biscuits. *Kath*
3. Initial analysis to be produced. *David*

Website

Phase 2 of the website is scheduled to take place w/c 10 October when the existing website database will be transferred to the new site. This will include a promotion of the Neighbourhood Plan and an email response section.

Kath/Alistair

The working group were urged to take photos of the good, bad and indifferent aspects of the village to support the web site articles. Brenda forwarded aerial views of the village to Alistair. David promised to submit additional photos to Alistair. *David*

4. FINANCIAL REPORT

Expenditure to date £45.99 (*N.P. Members folders = £30.99, Refreshments Training Workshop 3/9/13 = £15.00*)

5. INFORMATION ITEMS:

Doncaster's Green Infrastructure Strategy Questionnaire – Questionnaire completed during the meeting and forwarded to DMBC 1/10/13

6. Questions from the Public:

There were no issues to submit at this meeting.

7. AOB:

No items submitted

8. Date of Next Meeting:

29th October 2013 NP Working Group at 19:00 at The Burghwallis Public House