

MINUTES OF THE NEIGHBOURHOOD MEETING - HELD AT 10.30 PM ON MONDAY THE 17th AUGUST 2015 AT WAVENDON COMMUNITY CENTRE.

Present:

Cllr J Pittman (Wavendon Parish Council)
Cllr N Wilkes (Wavendon Parish Council)
Alan Pugh (Wavendon Parish Council)
Alan Kemp (Parish Clerk – Wavendon Parish Council)

1. Apologies:

Ron Jamieson (Neighbourhood Team Member)
Chris Whear (Neighbourhood Team Member)

2. Matters arising from meeting held on the 15th July 2015.

2.1 - Three new sites have been identified for potential development and these should be forwarded to MKC.

This item will be discussed at a future meeting. Action AK.

2.2 - SJ asked if we are keeping an action log and it was agreed that members of the steering committee would review our record keeping ensuring that we are following the correct processes.

Clerk confirmed that he had reviewed this item with Sue Jobbins from Shaping Communities on the 28th July 2015 and based on the discussions would over the next two months make the necessary adjustments to our record keeping in order to comply. Action AK.

2.3 - A review of what information to include on the website is required.

Clerk confirmed that he had reviewed this item with Sue Jobbins from Shaping Communities on the 28th July 2015 and based on the discussions would over the next two months make the necessary minor adjustments to our website. Action AK.

2.4 - Review Evidence Base topics and agree any actions and responsibilities.

Housing – Completion of this item is still outstanding.

Sports Recreation and Community facilities – This action has been completed by NW.

Health and Education - This action has been completed by NW.

Conservation and Design - This action has been completed by CW.

Transport – Completion of this item is still outstanding.

Other - This action has been completed by NW.

Following approval at the Parish Council meeting held on the 20th July 2015 to engage a consultant to undertake a review and complete the outstanding work the Clerk was authorised to place the order, now that the Parish Council have been successful of obtaining a further grant to help pay for the cost of developing our Neighbourhood Plan. Action AK.

2.5 - Agree actions and responsibilities for drafting Policy Statements:

Following approval at the Parish Council meeting held on the 20th July 2015 to engage a consultant to undertake a review and complete the outstanding work the Clerk was authorised to place the order, now that the Parish Council have been successful of obtaining a further grant to help pay for the cost of developing our Neighbourhood Plan. Action AK.

2.6 - Progress review on the following:

- **SLA Progress**
- **MKC Site Allocation update**
- **Plan:MK progress**

Milton Keynes Council to be asked to provide an update on these items. Action AK.

3. Declaration of Interests:

None.

4. Review of Project Plan:

This will be reviewed at the next meeting.

5. Feedback Event – 12/09/15:

5.1 - Display posters.

Clerk handed out a document he had drafted for the display posters and it was agreed to make the following changes / additions.

- Delete the last paragraph on the poster – Why do we need a Neighbourhood Plan.
- Add the following detail.
 - New Development Tariff Funding – Works being promoted by the Parish Council.
 - Update on the MKC Site Allocations Plan.
 - Map of Magna Park (if possible)
 - Recent traffic survey conducted by MKC on Newport Road.
 - Map indicating buffer zone (if possible).

Clerk to make the agreed changes and distribute to the team as soon as possible. Action AK.

5.2 – Publicity for the Event.

- Put a note in the next addition of Wafas & Wallas. **Action completed on the 14/08/15.**
- Reminder letter to be sent to all local residents. **Post meeting note: Letters will be sent out week commencing 24/08/15.**
- Letter to local businesses. **Post meeting note: Letters sent out 25/08/15.**
- Update Website.

5.3 – Logistics.

- Arrange for the display posters to be printed by MKC, when approved.
- Speak to MKC regarding the loan of the display boards.
- Arrange for the following to be available on the day.
 - 50 copies of the Executive Summary.
 - Attendance record sheet.
 - 1 x copy of Questionnaire Results.
 - Yellow stickers / pens / blue tack.
 - Tea / Coffee.

6. Financial including access to further funding grants:

Clerk confirmed that he had received confirmation that the Parish Council had been successful in obtaining a new grant of £3,200 towards the cost of developing our Neighbourhood Plan with the potential to make another grant application up to the value of £4,800.

7. Any Other Business:

None.

8. Agree date for a future meeting:

It was agreed to set a regular date for future meetings and they will be held on the same day the Parish Council meet. The next meeting will be on the 21st September 2015 in Wavendon Community Centre commencing at 6.00 pm and finishing at 7.15 pm.

The meeting closed at 11.55 am