

Masham Neighbourhood Plan (MNP) Steering Group

Meeting 7pm 11th March 2020 at I'Ansons offices

Minutes

Present: Neil Pickard, Susan Briggs, Flo Grainger, Kelly Kitching, Richard Mawer, Jim Dalton. Jan Reed joined the meeting at 8pm following item 4 a.

Apologies: Mark Cunliffe-Lister, Nigel Simms, James Wilson

1. Minutes of 13 February 2019

These were agreed

2. Matters arising

NP thanked I'Ansons/RM for printing the flyer for the Drop-In Meeting on 21 March and JW for updating the website. The flyers have now been distributed to all houses in the town, with just a few to be finished in the villages. NP's target attendance is 80. KH will publicise the Meeting through social media, with help from SB and JW.

Action: KH, SB and JW to publicise the Drop-In Meeting through social media.

3. Masham in a Box

SB showed us the box and its contents. We were fascinated and saw how it would help people to talk about what they want Masham to be in the future. But felt it would be better used at a later stage in the process rather than at the Drop-In Meeting.

4. Drop-In Meeting

a) Broadening the event

NP has been asked if four local organisations could be present because they need to demonstrate community consultation to back up funding bids. They are Masham Sports Association, the Town Hall, the Community Office, and Peacock and Verity Community Spaces. He said he anticipated the Emergency Flood Relief Committee would also like to participate. They would each have a table and space for publicity material. We agreed this was a good idea. The Sports Association and Peacock and Verity have already been approached and said they would like to be involved. We agreed the others would be asked. We

considered whether Acorns might provide refreshments for a donation but decided, on balance, to stick with our offer of “a free coffee/tea”.

Actions: NP to approach the Flood Relief Committee, FG the Town Hall, and SB the Community Office to explain the opportunity and find out if they wished to be involved on 21 March.

b) Four key themes

Following suggestions at the 13 February meeting and MC-L's email, we agreed what these should be and who would lead them. This would involve listening to people's views, recording them or asking them to do so on 'post-its', answering questions, and identifying those who would be willing to join the Steering Group and/or help prepare the Plan.

Actions: to lead themes “Housing”- JD helped by SB; “Business and Employment”- KK; “Services and Transport”- RM; “The Environment”- FG. RM to provide the 'post its'.

Action: Steering Group members to arrive at 9.15-9.30 on 21st March.

c) Five minute presentations

NP will do the first two at approximately 10.05 and 10.35. (He must then leave). We agreed either NS, MC-L, or RM could do the next two.

Action: NP to liaise with NS, MC-L and RM about doing a five minute presentation and to share what he will be saying.

d) Boards and exhibition materials

We agreed to display the two maps showing the Neighbourhood Plan area; Rob Blades's Town map; and the housing areas and the flood risks maps, being provided by HBC. The four 'Leads' will decide ideas for their theme's board and send these to SB by Monday 16th. She will ensure consistency and forward to RM for printing by Wednesday 18th.

Actions: JD, KK, RM and FG to send points for their board to SB by 16 March. SB to send to RM to print by 18 March.

e) Coffee, tea and biscuits

FG kindly said she would provide, and ask Rosemary Blades for assistance.

Action: FG to take charge of refreshments

f) Further publicity

For social media, see 2 above. The Community Office will be able to send press releases to the Darlington and Stockton Times and Ripon Gazette. The four/five community groups will also publicise the event through their contacts.

Action: SB to arrange press releases with the Community Office.

g) Photographs and record of attendance

KK said she would take photographs. And SB will oversee registration to record name, post code, and email address for those who want to be on a mailing list.

Actions: KK- photos, and SB- registration.

5. Resident and Business Questionnaire/Survey

This will follow during the summer/autumn as previously agreed.

6. Community Engagement Strategy

NP has made the small changes to his draft discussed on the 13 February and the revised version is on the web site. He will make further changes as suggested by Joe Varga and the finalised copies will be available on 21 March.

Action: NP to have some copies of the Strategy for the Drop-In meeting.

7. Any other business

a) We noted that Wooler is an excellent example of a Neighbourhood Plan.

b) If public gatherings are discouraged/banned because of coronavirus on 21st March, the Drop-In meeting will be rearranged.

6. Date of next meeting

7pm on Thursday 2 April at l'Ansons offices.

Finally, NP thanked RM for l'Ansons hospitality.