

## **Masham Neighbourhood Plan (MNP) Steering Group**

**Meeting 7pm 13 February 2020 at Glebe House**

### **Minutes**

**Present:** Neil Pickard, Mark Cunliffe-Lister, Richard Mawer, Nigel Simms, Jim Dalton

**Apologies:** Graham Jameson, Kelly Kitching, James Wilson, Susan Briggs, Flo Grainger

#### **1. Minutes of 18 December 2019**

These were agreed

#### **2. Matters arising**

HBC's Local Plan (HDLP) has now been approved with the added amendments and should be adopted in the next few months. It had been noted that Pateley Bridge is now looking refreshed and there will be an opportunity for suggestions to brighten up Masham as the MNP is developed. This followed on from the comment that Masham is looking 'tired' and we should take more 'pride' in our appearance.

#### **3. Community Engagement Strategy**

NP's draft was welcomed: the length and wording was right. In section 4, "Older people" should be added to the example categories and the "Drs' Surgery" to the other bodies. NP will make these changes and then ask JW to upload it to the website. **Action: NP**

#### **4. Public Engagement Meeting**

Saturday 21 March 10am -12am was agreed, subject to NP checking that the Town Hall downstairs room and kitchen (for just coffee and biscuits) has been booked. **Action: NP**

The purpose of the meeting would be to raise awareness of MNP; to hear people's ideas about what Masham should look like in 20 years; and to give an opportunity for others to become involved.

Every half hour there will be a 5 minute explanation of the process and what we are seeking from our community engagement strategy. It should also include what the Plan aims to deliver, and what it will not be able to address.

NP will ask Joe Varga (HBC) for any available display boards that they hold that we can have access to, eg the Parish Council area map, the Flood plain, and the potential housing sites in the revised HDLP. **Action: NP**

We thought it would be helpful to have, say, 4 themes to focus suggestions like the environment, employment, housing, services. These to be confirmed at the next meeting. **Action: All to consider what 4 topics we should choose.**

We agreed that a flier should be distributed to every house (600) in the area during the week of 2 March.

**Action: NP to undertake first draft and circulate the proposed content to the Group for comment.**

**Action: JW to assist with layout, photos and colour to bring it to life.**

**Action: RM to arrange printing of flier (600) and posters (20).**

**Action: Parish Councillors and Steering Group members to help circulate the leaflet.**

**Action: KK and JW will be asked to publicise the meeting through social media during the 14 days before it occurs.**

## **5. Subsequent actions/timescales**

The next step after the 21<sup>st</sup> March meeting will be a resident and business questionnaire, on-line and paper, to explore further the ideas and issues raised on 21 March. Respondents will be asked to give their post code to ensure they are 'genuine' but so that comments can be anonymous. Our target timescale for the questionnaire is this autumn. There would then be a second public meeting before Christmas to discuss the outcomes of the questionnaire. This would be followed if necessary by stakeholder/focus groups on those areas that require further research or development prior to a draft Plan being written in mid-late 2021. HBC have to approve that this is in line with national and local government policies prior to it being put to a referendum to those living within the Neighbourhood Plan area. Subject to a majority voting in favour of the plan it should be formally adopted in 2022. The plan should be in operation until 2035, but will be a living document and may be amended within this timescale.

Inevitably there will be subjects raised that would benefit the area but that may not be formally part of the plan. Such suggestions will be brought to the

attention of the Parish Council for it to consider how these may be implemented.

#### **6. Next meeting**

Wednesday 11 March: 7pm. Venue: The Old Mill or I'Anson's office TBA.

Finally NP thanked MC-L for his hospitality.