

# MASHAM NEIGHBOURHOOD PLAN (MNP) STEERING GROUP

Meeting held on 07.06.2023 commencing 7pm at I'Anson's Offices.

## MINUTES

**Present:** Neil Pickard (Chairman), Richard Mawer, Flo Grainger, Jim Dalton Beth Rodney, Kelly Kitching and Howard Mountain (NP Co-ordinator).

**Apologies:** Mark Cunliffe-Lister

NP welcomed everyone to the meeting.

**1. Minutes of meeting 12.04.2023** - approved without amendment.

## **2. Consider findings of analysis of the Public Consultation Questionnaire Responses**

a) Jotform Report illustrating quantitative data.

The Jotform Report was considered and it was agreed that the presentation method was satisfactory for the purposes of illustrating the responses received to the questions producing quantitative data.

b) Word document comprising compiled qualitative data.

Whilst the Jotform Report did incorporate the questions where comments had been sought, it would not be possible to download or print those once the Jotform monthly subscription was cancelled and it had therefore been felt essential to create a permanent record of those in a Word Document/pdf. This document was considered and as there were a large number of comments to some questions it will be necessary to separate these out into topic headings to make interpretation simpler. **Action: HM to revise document to include topic headings.**

The Steering Group then considered whether the responses received were representative of all sectors of the community by comparing the latest population numbers (including those where available from the 2021 census) with the numbers of responses received from different age groups. It was felt that whilst the older age groups were in proportion, some of the younger groups were not and it was agreed that further targeted consultation is required, particularly from those age 30 or under.

It was also noted that the information on where respondents lived within the Plan Area showed that whilst people from Masham and High/Low Ellington were adequately represented further responses from those in Swinton and particularly Burton on Yore would be helpful. Some additional targeted consultation will be considered to rectify this. It was agreed that 'testimonials' from other Parish Councils who have completed their NP could be used to encourage additional responses from locals.

It was decided that no useful analysis of the content of responses could be undertaken until additional consultation had been completed.

**Action: KK to undertake additional consultation with parents of children at Primary School and with Young Farmers group. NP to consult with those in appropriate age group at Sports Association. BR to speak to parents at Acorns and Little Acorns. HM to source testimonials.**

**3. Stakeholder Consultation.** Review progress on this phase of consultation.

There had been a good response from those businesses and community groups who had attended the event at Swinton Park in May and progress was also being made by those SG members who were approaching Stakeholders individually.

**Action: SG members to arrange to finalise outstanding responses for the next meeting.**

**4. Financial matters.**

a) Confirmation of return of unspent grant for 2022-23. HM confirmed that the unspent balance of the grant for 2022-23 amounting to £3263.81 had been returned in accordance with the terms of the grant funding.

b) Position regarding grant funding for 2023-24. As the Government has delayed confirming the availability of grants for this financial year, Locality (Groundwork) was not accepting any applications at this time. It was noted that any monies spent prior to a grant being confirmed could not be backdated and would not be eligible to be included in grant spending.

**Action: HM to monitor availability of grants and make an application as soon as possible.**

## **5. Report on Masham Futures meeting held 18.05.2023.**

The meeting had been attended by NP and HM and a general update had been provided as to progress with the Public Consultation. The initial responses received to the Housing Section were shared with Peacock and Verity Group for use with an upcoming grant application.

**Action: Agreed that BR should forward the Public Consultation Questionnaire responses to MCO so that the results could be used to inform decisions on how the Community Office functions in the future.**

## **6. Any Other Business.**

None

## **7. Date of next meeting.**

Next meeting to be held at l'Anson's offices on Wednesday 19.07.23. commencing at 7pm.

Meeting closed at 8.30pm. Minutes taken by HM. Dated 10.06.2023