

MASHAM NEIGHBOURHOOD PLAN (MNP) STEERING GROUP

Meeting held on 27.09.2023 commencing 7pm at l'Anson's Offices.

MINUTES

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

Apologies: Kelly Kitching.

NP welcomed everyone to the meeting.

1. Minutes of meeting 19.07.2023 - approved without amendment.

2. Confirmation of availability of grant from Locality for 2023-24.

HM confirmed that a grant of £7,134 has been approved by Locality and that this will be paid directly into the Parish Council bank account. The sum is based on anticipated costs likely to be incurred up to the point of creating a Draft Plan. Any sums which are unspent by the end of March 2024 would then have to be returned but these, together with the unspent balance of the total grant fund of £10,000, should be available for 2024-25 providing the Government approves the continuation of the grant scheme for the next financial year.

Action: HM to forward details of projected sums (including the tender from the Planning Consultants) on which the grant was based for reference.

3. Public Consultation Questionnaire Responses

a) Consider result of targeted Public Consultation with groups under-represented following the main Consultation in March.

Since the previous SG meeting the total number of responses has increased to 333 with the percentage of residents who have now responded approaching 24% (based on the 2021 census population figures). 41 responses had been received from those working/operating in the Plan Area and 14 from those living outside the area but who felt they had a 'special interest'.

b) Consider proceeding with Shorter Version Questionnaire.

Having regard to the analysis of existing responses referred to above it was agreed that whilst the overall level was encouraging, a final push would be made in the next few weeks to add to the numbers, so that it could be shown that the group had made every effort to consult as thoroughly as possible

before commencing work on the Draft Plan. The response from those over 50 years had been particularly good and so the targeted consultation would be aimed at younger age groups. If possible further responses would also be sought from the rural Parishes such as Burton on Yore.

ACTION: HM to recirculate a short version of the Public Consultation Questionnaire suitable for publication on-line, for approval. Once agreed this would be promoted via Masham Buzz and the MCO Facebook pages as well as the PC website.

BR to investigate whether a QR code could be created for potential respondents to upload the questionnaire, with Masham Co-op considered as suitable venue for promotion, subject to their approval.

NP to produce suitable introduction to draw attention to the revised Questionnaire which will stress that the NP once 'made' will be legally binding and that it is imperative that younger members of the population, whom it will ultimately benefit to a greater extent, make an input.

4. Stakeholder Consultation. Review progress on this phase of consultation.

The number of responses from businesses, local groups and organisations had now increased to 25, and 13 others have been approached with responses awaited.

Action: HM to forward a revised list to SG members. Members to work towards obtaining responses before next meeting.

5. Advice from Planning Consultant. Consider input required from Planning Consultant at this stage.

It was agreed that a meeting with Kathryn Jukes should be arranged at her office for mid-November, after the next SG meeting. Advice will be sought on various relevant matters including the following:

- i. the adequacy of consultation responses,
- ii. how best to analyse these,
- iii. how much time should be spent on creating a Policy Intentions Document before commencing work on producing a Draft Plan,

- iv. the nature of the evidence base required,
- v. how work could best be divided between the SG and the consultants given the finite budget available.

ACTION: HM to arrange a meeting with the Consultants and confirm at next SG meeting.

6. Report on Masham Futures meeting held 27.09.2023.

The meeting had been attended by NP and HM and an update was provided on the progress being made with the Public/Stakeholder Consultations, together with confirmation that the Locality grant had been approved.

ACTION: The Church requested feedback on comments received within the Public Consultation responses concerning the services which they provide to the community. HM to pass on this information.

7. Any Other Business.

None.

8. Date of next meeting.

Next meeting to be held at l'Anson's offices on Wednesday 08.11.23. commencing at 7pm.

Meeting closed at 8.15pm. Minutes taken by HM. Dated 29.09.2023.