**MASHAM NEIGHBOURHOOD PLAN (MNP) STEERING GROUP**

Meeting held on 17.01.2024 commencing 7pm at I’Anson’s Offices.

**MINUTES**

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

**Apologies:** None.

**Resignations:** Kelly Kitching and Beth Rodney. The Chairman thanked both for their work towards the creation of a Masham Neighbourhood Plan whilst being members of the Steering Group.

NP welcomed members to the meeting.

**1. Minutes of meeting 08.11.2023** - approved without amendment.

**2**. **Action Points from last meeting not covered elsewhere on the agenda.**

a) Proposed promotion of short version questionnaire at Co-op.

Unfortunately, due to time constraints in the run-up to Xmas it had ultimately not been possible for this to be undertaken.

b) Using MCO to provide public updates on progress.

HM confirmed that a quarterly update is now being provided to the Community Office for display in their office window. A NP entry had also been included in the 2024 MCO Community Directory and on the ‘Visit Masham’ Community website in order to provide contact details for anyone interested in being involved with the Steering Group.

**3. Public Consultation Questionnaire Responses.**

The total number of responses has now reached 365 including 22 responses to the short version questionnaire. The main questionnaire was launched in March 2023 with a shorter on-line version also provided during the Autumn.

It was agreed that the Public Consultation should now be formally closed so that we could proceed with the creation of a Draft Plan based on those responses and those to the Stakeholder Consultation. An initial analysis of the results of the public consultation using a Jotform report were sent previously to the Planning Consultants.

**Action: HM to prepare a final Jotform analysis report and circulate to members and Planning Consultants.**

**4.Stakeholder Consultation.**

The number of responses from businesses, local groups and organisations has now increased to 36 (this figure includes a response from Black Sheep Brewery which is still being finalised). It was agreed that every effort had been made to obtain any others and as such the Stakeholder Consultation should now be formally closed.

**Action: NP to obtain the outstanding response from Black Sheep Brewery. HM to update the Document and re-circulate to SG members and to the Planning Consultants.**

**5. Review of Public Consultation responses by Planning Consultant.**

NP and HM met Kathryn Jukes of Directions Planning Consultants on 14.11.2023 to discuss the progress made with the Public and Stakeholder Consultations. It was agreed that she should provide a review of responses received and advise the SG of the Policies and Community Actions which these suggested. Her document was considered item by item at tonight’s meeting. Whilst most matters were straight-forward, some aspects do require clarification and a further meeting with Directions will be arranged. In the meantime, a summary of the discussion concerning the Policies and Community Actions which it was felt should clearly be pursued, will be drawn up and circulated to SG members for any further input.

**Action: HM to arrange meeting for NP and HM with Kathryn Jukes (Note: arranged for 05.02.2024). HM to circulate summary document to SG members. SG members to inform HM/NP of any further points they wish raised with KJ.**

**6. Any Other Business.**

a) NP and HM attended the Masham Futures meeting on 08.01.2024. St Mary’s Church have set up a project called ‘Building Young Imaginations’ for upper age Primary children and as part of this have offered to arrange for those taking part to complete a short questionnaire about what they like and dislike about Masham, which we can then use as part of our community consultation process.

b) MCO and the Sports Association are organising a ‘Family Fun Day’ in Masham on 08.06.2024. If the event provides an opportunity for promoting the NP then we will look to have a presence in the form of a stall or similar.

c) Once we have ensured that all the relevant information has been downloaded, the monthly Jotform subscription will be ended.

**6.Date of next meeting.**

Provisionally scheduled for 7pm on 10.04.2024 at I’Ansons offices. It is hoped that Directions will have been able, in the interim, to create a Draft Plan document which can then be reviewed. Members will be notified of any change to this date.

Meeting closed at 9.05pm. Minutes taken by HM. Dated 22.01.2024.