

Claverton Neighbourhood Plan
Steering Committee Meeting held on 26th January 2018 at St Mary's Church

Committee members present:

Vi Jensen, Chair and Parish Councillor,
Sam Worrall, Boater Outreach Officer
Isabelle Ficker, Parish Resident

Glennis Naylor, Parish Councillor,
Jonty Frith, St Mary's Church
Julian Potts, Parish Resident

Others present:

Lesley Watkinson, Parish clerk (Minute Taker)

Linda Ficker, Parish Resident

	Actions
Apologies Apologies received from, Peter Dunn - Pumping Station, Julian Blades - American Museum, George Blanchard - B&NES Planning Officer and Andrew Sergeant, Parish Resident.	
Approval of Minutes The Minutes of Claverton Neighbourhood Plan Steering Committee Meeting held on 12th January 2018 were agreed as accurate and approved by the CNPSC.	
Progress to Date Landscape Architect, Novell Tullett, appointed to carry out the character assessment, performed a survey of Parish on 17th January. Completed report will not be ready before the Open Meeting. Flyers advertising the Open Meeting were prepared and distributed. A "Save The Date" email was sent to all who receive the Village Newsletter. LW updated Parish website and the Parish noticeboard with meeting details. VJ placed a notice in the "Local Look". VJ continues to work on question and answers sheet.	

	Actions
<p>Open Meeting Today's meeting called to finalise plans for the Open Meeting at The American Museum, Saturday 10th February at 10.30.</p> <p>The structure of the Open Meeting will be as follows:</p> <p>10.30-11 Refreshments - Time to gather, talk to people and explore displays 11-11.30 Presentation - Vi Jensen 11.30-12 Question time 12-12.30 An Activity - A chance for public to share views</p> <p>VJ confirmed that Richard Mould, Parish Councillor will act as Chair of the meeting.</p> <p><u>Exhibits and Background Information</u> I Ficker will create a display highlighting the problem of light pollution. There will be a Star Count Challenge, primarily aimed at engaging children. Attendees will be asked to count the number of visible stars contained within Orion. A count sheet will be available to pick up at the meeting. Returned surveys will be entered into a prize draw. Information will be provided in the February Village Newsletter.</p> <p>Also, the Pumping Station, the American Museum and St Mary's will have displays/presentations to share information.</p> <p>Additionally, the following will be on display: relevant maps, the narrative responses from the questionnaire, a hard copy of the Core Strategy and a list of Planning Definitions prepared by JP.</p> <p>Members of CNPSC will help at displays/activity and will wear name-badges to share what role they have.</p> <p><u>Activity</u> The activity is a chance for public to share their views (the second opportunity, after the questionnaire). The activity session will take place at the end of the formal part of the meeting. CNPSC agreed that the exercise needs to be quantitative and give people the opportunity to add ideas that they feel were not raised in the questionnaire. All present will be able to vote informally on their priorities. It was agreed that there should also be a picture /drawing activity pitched to all.</p> <p><u>Other</u> Jo Potts will take photos at Public Meeting.</p> <p>Set up for the meeting will start at 3pm (tbc) Friday 9th February at Stable Block for anyone available to help. Vi will arrange hire of extra tabletop display boards. VJ will coordinate refreshments.</p> <p>VJ will produce more flyers in advance of the meeting to publicise it and will coordinate a leaflet drop. VJ will ensure February newsletter has all information.</p> <p>There was discussion about the need for a habitat survey. Consideration will be given as to whether this is required at a later stage in the NP process.</p> <p>JF sent apologies as he is unavailable to attend the Open Meeting. Diane Sykes will represent St Mary's.</p>	<p>ALL</p> <p>ALL</p> <p>All who are free</p> <p>VJ</p>
<p>Date of Next Meeting</p> <p>CNPSC will next meet at St Mary's Friday 23rd February 2018 at 10.30.</p>	

