

Batheaston Parish Council

**Minutes of the Meeting of the Neighbourhood Plan Committee
held in The Youth Club on Tuesday 26th August 2014 at 7-15pm**

Present:- Cllrs P Fear (Chair), J Beresford-Smith, P Burcombe, M Corbett, S Fremantle, K Hawkins,
G Riley, & M Townley (Clerk)
Apologies:- Cllrs P Blanking, S Cast, V Drew, V Pecchia, V Trenchard
In attendance:- None

N-107 **Public Participation**
None.

N-108 **Declarations of Interest**
None declared.

N-109 **Minutes of Meeting held 8th July 2014**
Proposed M Corbett } RESOLVED - That the Minutes be formally approved as presented.
Seconded K Hawkins } (Unanimously)

N-110 **Matters Arising**
Nothing raised.

N-111 **Notes of sub-Committee Meeting 12th August 2014**
(a) Questionnaire. Now posted to the Website.
(b) Small "Think Tank" units now available for distribution.
(c) Two large banners prepared and will be mounted on Wednesday 27th August.
 PF/MC
(d) Locations for "Think Tank" discussed and Think Tank calendar created.

N-112 **Confirm Committee Composition**
The BPC Meeting on 5th August confirmed that the :-
Voting members are: P Fear, V Drew, V Pecchia, P Burcombe, K Hawkins, G Riley, V Trenchard
Non-voting members to be = J Beresford-Smith, P Blanking, S Cast, S Fremantle

N-113 **Housing Development Boundaries (HDB)**
(a) Stage 1: Identify all new homes/flats on map of Village – it was noted that they are all inside the existing HDB.
 Map agreed and will be sent to B&NES before 1st September deadline. **MT**
(b) Stage 2: Confirm existing HDB.
 B&NES draft included part of Bathford. Revised HDB agreed and will be sent to B&NES with above.
 (a & b maps sent Wednesday 27th August to J O'Rourke)

N-114 **Toilet Block & Post Office Outlook**
(a) On-site meeting held today with B&NES Estates officers – Rob Scott & Keith McCombie - and VP, SF, JB-S and MT.
(b) B&NES Officers agreed to prepare a peppercorn Lease agreement for 99 years for the Toilet Block, Gardens and Car Park – for review by GPC/BPC late September.
(c) The officers will also investigate a possible Memorandum of Understanding for future use of the Meadows by the BPC.
(d) The officers will also investigate any fishing and boating Rights for the River Avon at Batheaston.
(e) Potential costs/benefits need assessment if the lease is to be agreed. **GPC/BPC**
(e) The possible arrangements for the Post Office needs clarification and meeting to be arranged. **PF/GR**

N-115 **Neighbourhood Plan Initiation**
(a) Review Workshop Proposals - 12th August
 i As noted in N-111
(b) "Think Tank" & Questionnaire
 ii 150 coloured copies of agreed questionnaire to be available by 2nd September. **MT**
(c) NP Launch Proposals
 iii The "Think Tank" papers to be analysed when the Think Tank phase is complete and the findings to be offered for further discussion at open Village meetings.
 Different venues to be considered to ensure all areas of village are covered.
 The findings from these meetings should provide the basis of a questionnaire for issue to all households.
 iv A meeting for the Bannerdown area might need marquee facilities. Costs to be investigated. **MT**
(d) Neighbourhood Plan Communications
 v BREDAC and the Website to be used to advertise the Think Tank process and the above Meetings.
 vi A draft "Mailchimp" newsletter now prepared and being reviewed before a trial issue is made. **Chairs**
(e) Project Resources and Funding

- vii Costs for Pavilion facilities :
Projector / screen / whiteboards / broadband etc. to be developed. **MT**
- viii Potential funds need further advice from J O'Rourke (B&NES).
Possible meeting next Tuesday at 6.00pm – before the PEC Meeting to be investigated. **MT**
- (f) Neighbourhood Plan documentation
 - ix Spread sheet already prepared and documentation of process being recorded. **PF**

N-116 Any Other Business

- (a) Should the BPC provide a Christmas Tree for siting in the shops area?
School children to be invited to prepare decorations? **GPC**

N-117 Press Release

- (a) Article for "Local Look" has now appeared in this month's edition.

N-118 Date of next Meeting: -

Wednesday 1st October 2014 – at 7.15pm in The Rhymes Pavilion (To be confirmed)

Chairman.....Date.....