

Ewhurst & Ellens Green NP  
Minutes of meeting of Steering Group  
Monday December 9<sup>th</sup> 2014

**1. In attendance** - TB, VH, BA, DQ, PG plus JA. Apologies from AW

**2. Minutes of previous meeting 18/11/14** - approved

**3. Public Meetings**

3.1 VH confirmed we had received 104 attendance sheets and passed same to BA who would collate on excel sheet show results, including all offers of help, so that we could respond to them, hopefully before Xmas.

3.2 Website address given to attendees was incorrect. TB to ask for village ebulletin to be sent with correct details, and JA to ask organisers of incorrect site to put link to correct Village site or just details of correct site to visit.

3.3 TB will continue to pick up completed paper questionnaires from shop and pub and pass to BA.

3.4 We would examine results of attendance sheets re volunteers when analysed to identify those who have offered to join working parties. We would also see if any might be suitable and prepared to join SG.

**4. Project plan and working parties** - it was agreed that JA would change project plan to show

- Working Party 1 - housing, business, and environment & heritage. TB would head this WP and take lead on housing, with PG leading on business, and DQ on environment and heritage.

- Working Party 2 - community, transport, infrastructure, and sport leisure and recreation... TB to ask AW if he would lead this WP, with taking community.

BA said he would prefer to lead central support group, which was agreed.

**5. Consultants** - TB had sent briefs to 3 consultants recommended by Locality for

5.1 Helping to set main community questionnaire/research document in Spring 14 and then analyse same

5.2 Advise whether draft NP was compliant with all statutory and other requirements.

He had immediate response from all 3 requesting further information and was expecting quotes in next few days, which he would circulate to all. He had made consultants aware that any acceptance by SG would be subject to grants being obtained from Locality or other sources.

**6. AOB**

6.1 TB stated that PC Clerk had recently been appointed paid administrator of Slinfold NP, and had recently set up a survey questionnaire on their website, which was simple to set up and operate. She had offered to do this for us. TB will look at this when it is operating to see if better than Survey Monkey and then send details to all.

6.2 PC Clerk had also been on mapping course and had a new App which enabled her to produce, edit, and measure maps. She would be happy to do this for NP.

6.3 TB confirmed that PC had agreed to include within 15/16 precept a sum of £4000 for the NP [this information remains confidential at this stage.

**7. Website** -JA will chase PB re progress on this.

**8. Dates of next meetings** [all at Sayers Croft unless otherwise informed]

Mon day 12<sup>th</sup> January

Monday 9<sup>th</sup> February

Monday 9<sup>th</sup> March.