

Botus Fleming Parish Council Neighbourhood Planning Committee

Meeting on Tuesday 20th June 2017, 7.00 pm at West Park
Attendees: Finlay, Mervyn, John R, John P, Roger, Helena, Trevor, Malcolm, Denis,
+ Louis Dulling

Minutes

1. **Apologies for absence:** Dave and Steve
2. **Declaration of interests:** None declared.
3. **Minutes of last meeting:** Agreed as true and accurate.
4. **Matters arising:**
The team were reminded to submit expenses as soon as practicably possible to ensure payments were catered for within the budget periods pertaining to the grant payments.
5. **Introduction and welcome – Louis Dulling:** Louis was introduced to the team.
6. **Louis to comment on work done so far and identify next steps for completing evidence base and beginning the process of policy writing:**
The Bulk of this meeting was then taken up discussing work completed so far and the potential next steps. This also helped Louis to understand our main topic areas and the current status of our endeavours. Louis agreed to produce some minutes of this portion of the meeting and also to develop the links which he has already started to place on the Dropbox.
Also:
 - **Housing:** Trevor and Mervyn to progress this document. Noted that 8 positive responses received via our affordable housing survey – Trevor will follow these up with a more detailed questionnaire.
 - **Environment:** Malcolm to progress this document
 - **Business:** Finlay to progress. (esp to identified existing businesses in the parish)
 - **Recreation:** Dave/Steve to progress?
 - **Amenities:** Dave/Sarah? In particular to begin engagement with the owner of the field
 - **Heritage:** Steve to progress
 - **Transport/Traffic:** John R to progress
7. **The Big Lunch – initial feedback from consultation and engagement:**
The Big Lunch was a huge success and the opportunity had been taken to further consult with parishioners. The comments had yet to be fully analysed. There were two people who asked to join the NDP team (Scot Bligh and Jon Halls-Falconer). Trevor will follow up and invite them to join the team.
8. **Housing Need Survey – Mr Richard Andrews' survey:**
Nothing further to report at this time.

9. Website update:

Denis has been trained to use the CMS software and will take key responsibility for maintaining the agendas and minutes of our meetings on this public site as well as the drop box.

10. Finances

Nothing to report.

11. Neighbourhood Watch update:

Dave is looking for volunteers to distribute fliers and erect NHW signs on 1st July. A number of attendees agreed to help.

12. AOB:

Trevor will contact the Public Rights of Way Officer on the Council to query:

- Practicalities and approximate costs of developing new footpaths and rights of way.
- Approximate costs of signposts

Next meeting Tuesday 4th July 2017.