

## Agenda – informal working group meeting – Neighbourhood Plan 15/03/2018

### Welcome and apologies

1. What is the Local Plan v what is the Neighbourhood Plan – dispelling the myths
2. Local Plan update - analysis and next steps
3. Shaftesbury, Melbury Abbas and Cann draft Neighbourhood Plan – analysis & next steps
4. Shaftesbury, Melbury Abbas and Cann Neighbourhood Plan – draft Vision- (page 11)
5. Draft project plan
6. Review and next steps

### Summary of meeting:

1. Brie opened the meeting and acknowledged the absence of Keri Jones and Sue Allatt.
2. Brie handed out Policy 18 (Shaftesbury specific) aspect of the Local Plan in hard copy format and a hard copy of the proposed revisions in the Local Plan review.
3. Brie summarised the policies and themes from the original Neighbourhood Plan and asked the team to review the ‘first cut analysis’ presentation of findings (this is a compilation of the results from the original NP questionnaire that was circulated to households in 2014/2015).
4. Brie handed out a further hard copy summary detailing the Local Plan and Local Plan revision key points and a comments box for the team to reflect on any points that need to be considered and record what is missing?

Action	Who	When
Review the Local Plan and Local Plan revision documents and original NP review of findings (first cut analysis presentation). Please send in feedback – what is still relevant (bearing in mind the Eastern Development growth since 2014/15) and what is missing from all 3 sources of information. This feedback will then be used to start to construct the <b>high-level</b> development of the Neighbourhood Plan – policies, themes and aims	ALL	Return feedback to Brie by Monday 26 <sup>th</sup> March
Action	Who	When
Compile approximately 20 questions for the ‘temperature check’ survey based on the feedback above. The survey will then be sent out by email to the group. <i>NOTE:</i> If you would like hard copies to carry out your surveys then please let Brie know so a batch can be printed for you to collect from the Town Hall <i>NOTE:</i> A sample of up-to-date feedback from a cross-section of the community (in the region of 120 people) is necessary to provide the evidence that our plans reflect the current needs of the people of Shaftesbury. This approach is for you to test the water and canvas views from members of the community.	Tim/ Brie and Rachel	Wednesday 28 <sup>th</sup> March

5. The group reinforced the need to gather up-to-date feedback from the community including the 'harder to reach' members of the community and agreed the following schedule

Lee	Choir	Survey of questions (once compiled on 28 <sup>th</sup> March) will be sent on to each member of the AC. <b>Complete 10 x survey questionnaires as a minimum between 29<sup>th</sup> March and 13<sup>th</sup> April</b>
Virginia	Chamber of Commerce	
Natalie	Fringe team and Doctors surgery	
Mick	Open Spaces Group and Civic Society	
Rachel	Eastern Development & Maltings	
Robin	Royal British Legion	
Brendan (via Partner)	Shaftesbury School	
Stuart	Abbey/ Heritage Group/ Archaeological Group	
Brie	Fathers House/ Open House/ Youth Club	
John and Councillors	10 x members of the community each	
Tim	10 x members of the community	
Periphery group	10 x members of the community	

Action	Who	When
Send in by email (or drop in hard copies to the Town Hall) the completed questionnaire surveys to Brie so that an analysis exercise can be completed in advance of the next working meeting on 19 <sup>th</sup> April	ALL	Return questionnaire surveys to Brie by Monday 16 <sup>th</sup> April at the latest*

\*If you are on holiday for the next meeting please can you return your completed questionnaires to Brie as soon as they are completed so they can be included in the analysis.

Action	Who	When
Contact the members of the Periphery group and invite them to support the main group with completing 10 questionnaires	Brie	Week ending 24 <sup>th</sup> March

6. Brie is arranging for the original 2014/15 NP questionnaire Excel tracker to be sent through. This spreadsheet contains the 1075 responses including the Melbury and Cann data.

Action	Who	When
Review the data and remove the Cann and Melbury specific responses (approximately 10%). Include the Cann and Melbury data that refers to the High Street and other relevant topics	Brie and Lee	Week commencing 2 <sup>nd</sup> April

7. Brie asked the group to reflect on the current vision and bring ideas and thoughts ready to debate to the next meeting.
8. Brie asked the group to consider the website design in preparation for a debate at the next meeting.
9. The group have requested a further map to reflect Industrial, Open spaces, leisure, retail areas on an A3 size

Action	Who	When
Produce a map with relevant layers and circulate to the group at the next meeting	Brie and Zoe	By 19 <sup>th</sup> April