

**Minutes of the Meeting of the Grateley Neighbourhood Development Plan (GNDP)
Steering Group held on 9 January 2023**

Present:

Amelia Bridges
Simon Duffield
Tracey Pooley
Jane Lynch

Apologies:

Julie Blakeman
Ian Wingfield
Vicky Rutherford
Chris McKenzie
Maureen Flood (TVBC Borough Councillor)

Minutes:

Minutes of Nov and Dec 22 Meeting

1. As the Chairperson was absent from the meeting, these will be signed off at the Feb 2023 Meeting.

GNDP Website

3. Abi Bettle-Shaffer had agreed to construct a website for the group therefore Jane had sent her requirements for the initial sections and sub section, including a private area for group members to hold their work until ready for public release. Jane agreed that once Abi had constructed the website, she would make group members aware.

Update of Meeting with Sharon Brentnall, Bluestone Consulting

4. Steering Group members had a meeting with Sharon Brentnall from Bluestone Consulting, the company chosen by the group to act as its consultant. Sharon explained it was up to the group how detailed the plan was going to be; however, any visions or plans had to be supported by robust evidence base. Financial assistance in producing the plan and its supporting evidence would be obtained through Government Locality grants. The basic grant is £10k pa with additional grant funding of £8k pa to help with surveys to provide evidence on Design Codes, to support housing studies and to fund membership of websites such as Parish Offline and fund the provision of information from certain organisations. Sharon agreed to send the group a list of where useful information could be obtained. She also suggested that included in the plan should be details of the Parish's bio diversity and vegetataion. A wild life survey containing details of any protected species in the area would also be useful and could impact on future development of the parish.

5. Jane asked for her help with making applications for Locality Grants which required her to produce an expenditure budget, including consultant fees. There also needed to be a letter sent to Sharon formally appointing her as the Plan's consultant.

6. It was also agreed to let Sharon have sight on what Group leads had produced in support of the plan to ensure we were on the right track.

Note: Jane emailed Sharon work produced by Amelia, Ian and Jane on 4 December 2022.

Updates from Assignment Leads

7. As the assignment leads were awaiting feedback from the consultant there was a discussion relating to group members knowledge of the village which could be included in the plan.

8. It was agreed that it would be useful to get the local primary school involved in some way, therefore Vicky agreed that she would approach the school head.

9. As The Consultant had advised the Plan would benefit of an evidenced based study of its wildlife, it was agreed that Jane would email Simon to ask him how this might be started and Parish residents contacted to provide input, with details of sightings and photographic evidence.

10. It was also agreed that the Group needed to complete a survey of businesses in the parish to assess their requirements and views of how the parish supports them now in the future. Jane said she would contact Over Wallop Neighbourhood Group and ask them to provide an example of their survey.

AOB

11. Nothing to report.

Date of Next Meeting

12. The next meeting will be held in the village hall at **7.30pm on 6 February 2023**. Members are requested to provide agenda items and an update on the progress on their appointed topic to the Secretary by for discussion at the next meeting

Minutes Agreed:

Julie Blakeman
Chairperson
9 January 2023

Jane Lynch
Secretary
9 January 2023