

Houghton Neighbourhood Plan (HNP) working group

Minutes of meeting held Thursday 17 January 2019

1. Present
 - Alan Young (AY)
 - Sue Otten (SO)
 - Llyn Adams (LA)
 - Bev Barker (BB)
2. Apologies: None
3. Minutes of the previous meeting were agreed
4. Presentation of results of surveys to village:
 - a. It was decided to hold 2 presentations to hopefully enable all villagers to attend. Saturday 2 March at 10.30 and Monday 4 March at 7.30. The venue will be the Village Hall.
 - b. Alastair Dougal has offered to loan a projector and laptop for the presentation. AY will ask if a screen is also available.
 - c. BB will ask Sarah Hughes if she is willing and able to attend.
 - d. LA will write a brief invitation that will be published in the Parish Magazine, on the village website, on the Parish Council website, sent round on the village email, and delivered to each house.
 - e. Those attending the presentation will be given a handout containing a summary of the Village Survey, the Traffic Survey and the Housing Survey. SO and BB will meet on Fri 1 Feb to produce a draft handout for discussion and finalising at the next NDP meeting.
 - f. Those attending the village meetings will be asked if they would consider volunteering for a working group responsible for each of the identified priorities.
5. AY will give an introduction at the meeting, giving some background to the project. Then the Survey presentation will be given and the priorities identified from the survey listed.
 - a. Identified priorities – NDP remit;
 - i. Housing
 - ii. Public spaces and footpaths
 - iii. Green spaces
 - iv. Traffic

b. Identified priorities – non NDP remit

- i. Mains drainage
- ii. Public transport
- iii. Cyclists
- iv. Mobile phone and broadband provision/coverage

These topics of concern, as raised by the Village Survey, that fall outwith the remit of the NDP, will be formally acknowledged and in due course, communicated to the appropriate bodies.

6. Consultancy: there was discussion around the process for the group in selecting a consultant to help with the policies and the report. Are we able to go with our first choice or do we have to approach several for a quote and thereby justify our choice? AY will discuss with Sarah Hughes and Bob Houghton (Goodworth Clatford)
7. Funding: AY reported that he had been informed by David Nicholson that there is approx. £9K-£11K available from Locality Monies for the project. AY will also ask Andrew Gibson if there is any possibility for additional funds if required.
8. Date and time of next meeting: 7 February 15.45, AY house