

Houghton Neighbourhood Plan (HNP) working group

Minutes of meeting held Monday 22 August 2017

1. Present
Alan Young (AY)
Lyn Adams (LA)
Sue Otten (SO)
2. Apologies – Bob Marshall (BM)
3. Poster
It was agreed to adopt the 'Help' poster option. A few changes to the layout were suggested and LA has offered to laminate the posters so they can be disseminated around the village.
4. Those present reviewed v2 of the survey. Following discussion, all went through the document, made changes and suggestions and SO will rewrite and circulate a third version for discussion at the next meeting. It is hoped this will be the version that will be further informed by suggestions and ideas made by Parishioners at the various consultative sessions that are planned.
5. The coffee morning at the Village Hall has been confirmed for Sat 21 October. SO suggested a 'presence' at The Boot on all Fridays in October. This would give additional opportunity for Parishioners to discuss the NDP and to offer suggestions or ideas for the survey.
At both the coffee morning and The Boot sessions it was felt that posters, a draft survey, a suggestion book and maps for the village would be required.
6. It was suggested that each house should be sent a poster to ensure everyone is aware of the NDP and of the consultative sessions. SO will ask the postman if he is able to deliver these.
Post meeting note: SO asked Steve who informed her that he is unable to deliver the posters as it would, in effect, be defrauding Royal Mail as no payment would be made for the job.
7. In preparation for delivery/collection of the survey sheets AY and LA agreed to draw up a spreadsheet of each property in the Parish to ensure everyone is accounted for.
8. AOB:
Andrew Gibson will inform AY of a price for undertaking a traffic survey
The poster is to go to Lucy Gosse asap after the meeting for insertion into the next issue of the Parish Magazine.
9. Date and time of next meeting: TBC