



# Swavesey Neighbourhood Plan Steering Group Meeting

## Notes from Meeting held Monday 8<sup>th</sup> January 2018, 7.00pm

Venue: Business Cloud Integration, Unit 1, Carisbrooke Court, Buckingham Business Park

**Present:** Chas Barclay (CB) – Chair of meeting  
 Parish Cllrs: Doug Hunt (DH), Martin Johnston(MJ), Sandie Smith (SSm), Will Wright (WW)  
 Residents: Jonathan Adams (JA), Vicki Bidwell (VB,) Richard Hart (RH), Glyn Jones (GJ),  
 Selwyn Richardson (SR), Sharon Sumner (SS), Stuart Websdale (SW),

Notes taken by: Linda Miller (Parish Council Clerk)

2018/01NHP-1 **To receive and approve apologies for absence** None

2018/01NHP-2 **Declarations of Interest** - None

2018/01NHP-3 **To approve notes from meeting held on 6<sup>th</sup> November 2017**

Proposed and carried unanimously to approve the notes as a correct record of the meeting, Chair signed the notes.

VB, SW & SS almost finished the survey report, this is taking longer than anticipated due to the inclusion of the graphics but should be completed this month so that it can be reviewed as part of the ACRE workshop in February.  
 No matters arising

**VB/SS  
/SW**

2018/01NHP-4 **Review of Terms of Reference**

(i) No changes proposed to Terms of Reference, document signed by Chairman.

(ii) **Review and Election of Steering Group Officers**

All existing Officers agreed to continue in their roles. No other nominations received, therefore all Officers remain.

Chairman – Chas Barclay

Vice-Chair – Vicki Bidwell

Parish Council Liaison – Doug Hunt

Communications – Stuart Websdale

Finance – Lynsey Newbury

Clerk – Linda Miller

- 2018/01NHP-5 **Cambridgeshire ACRE NH Plan Support**
- (i) LM confirmed that the Locality grant of £2,660 had been awarded and received.
- (ii) Cambs ACRE Workshop, 19<sup>th</sup> February, 7pm
- To be promoted via the full consultation group contacts and listed on the NH Plan website. Clerk
  - Pre-workshop info to be circulated 7-10 days prior to 19<sup>th</sup> Feb to include summary of topic headers/policy suggestions Clerk
  - Clerk to check with ACRE for format and agenda for workshop Clerk
  - To include how and with which groups in the village further detailed consultation should take place
  - As per item below – graphics for consultation events
  - How to engage with 18-25 yr olds
  - Social Media advertising
- 2018/01NHP-6 **Items for information and next meeting**
- Primary School Fayre – Saturday 16<sup>th</sup> June 2018
- Festival Gala Day – Saturday 7<sup>th</sup> July 2018
- Agreed to have an NH Plan stall at both events.
  - Suggestion that a drone video of the village be produced (ask Jon Tracey for assistance with this) which could be shown on a rolling video at these events to help with discussion items. Clerk
  - Graphics needed – discuss this at the ACRE workshop
- 2018/01NHP-7 **Date & venue of next meeting**
- Agreed to cancel the Feb Steering Group meeting, as the ACRE workshop is taking place on 19<sup>th</sup> Feb.
- Monday 5<sup>th</sup> March 2018**, 7pm, Business Cloud Intervention offices

Meeting concluded at 7.40pm

**Notes approved as a correct record and signed by the Chairman at the meeting held on 5<sup>th</sup> March 2018**