

Heywood Neighbourhood Plan Neighbourhood Plan Steering Group

Meeting held on Thursday 12 April 2018 – notes

Action

Present: J Masson (chair), K Youngs, F Morland, J Marley, B Jones
Mrs A Bizeray (secretary)

Chair welcomed new member B Jones.

1. Apologies for absence received from E Lock, P Thompson, T Griffin.

2. Governance:

2.1 Agreed that NPSG should submit their Expression of Interest as first stage of claim for funds from Locality.

2.2 Revised Terms of Reference as agreed at last meeting have been approved by Heywood Parish Council, and published on the HPC website.

2.3 Logo/crest/picture: still awaiting permission from owner of Heywood House.

Agreed to use outline of Heywood Parish area with negative line drawing of Heywood House as interim identity, to enable production of leaflets.

JM

PT

JYM

3. Contact with stakeholders:

JM reported on meetings/telephone conversations with Chris Wordsworth, development director HPH (Hawke Ridge Business Park) and Peter Salmons of Myddelton & Major, agents for West Wilts Trading Estate. Both informed of Neighbourhood Plan taking place in Heywood. Mr Salmons will assist with publicity in WWTE of events, leaflets etc. Both to attend public consultations.

Agreed that industrial/business stakeholders will be consulted during planning period, but not invited to join NPSG.

4. Initial consultation:

4.1 Two meetings to be held:

- Wednesday 6 June at Club Ice/Players, 5:00 pm to 8:00 pm;

- Thursday 14 June at Heywood & Hawkeridge Village Hall, 5:00 pm to 8:00 pm – venue already booked.

JM will contact White Horse News to publicise these.

Leaflets to be drafted for distribution to all residents in Parish with information about Neighbourhood Plan and public meetings.

JYM

JM

JYM

4.2 Displays confirmed as agreed at last meeting. Display boards to be sourced by Secretary, in case not otherwise available.

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JYM

4.3 A simple questionnaire (A4 x 2 sides) to be handed out at public consultations. Also to be posted on website so that participants can print out, complete and leave at The Ham Post Office/Royal Oak (tbc). Residents on south side of The Ham and

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Paxman's Road also to be given opportunity to complete questionnaires as fact-finding for NPSG and to keep them informed.

4.4 Sheets for potential members to register interest in becoming members of NPSG to be displayed at public consultations.

5. 5.1 As stated in Terms of Reference, NPSG has decided that meetings of the Group will not be open to the public. Decisions of NPSG must be approved at a full meeting of Heywood Parish Council, which meetings are open to the public.

5.2 All documentation of NPSG to date is now to be posted to the Parish Council website.

5.3 Leaflets to be distributed week commencing 21 May.

6. Date of next meeting: Wednesday 9 May 2018 at 5:00 pm. Secretary to email reminder 2 days before.

EAB

13/04/2018

JM

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