

Attendees

Gary Jefferson
John Parker
James Hughes
Karen Tippins
Matthew Tagney
Phil Proctor
Richard Tippins
Simon Rutter

Apologies

Bernie Ede
Jo Francis
Joe Pastell
Simone Markham

1. Steering Committee

- o Steering Committee voted and agreed as follows

Richard Tippins	– Chairman
Gary Jefferson	– Deputy Chair
Karen Tippins	– Project Co-ordinator
John Parker	– Lead Environment & Open Spaces
Bernie Ede	- Support Environment & Open Spaces
James Hughes	– Lead Employment & Business
Joe Pastell	- Lead - Transportation
Matthew Tagney	– Lead - Historic Environment
Phil Proctor	– Lead - Community & Leisure
Simon Rutter	– Lead - Housing & Development Design
Simone Markham	- Rural Settlements

- o It was noted that Claire Pastell has resigned and Simone Markham has replaced Claire to be the lead for Rural Settlements.

2. Questionnaire Input Status

- o Out of 1074 completed questionnaires – approximately 560 have been processed and analyzed.
- o The Town Council are currently inputting 50 questionnaires free of charge
- o Claire Common's daughter is inputting 50 for a fee
- o Taskforce have agreed to input a further 25 free of charge
- o There are currently about 100 questionnaires unallocated to inputters – it is anticipated that this will be given to the Town Council to input.
- o Once all the questionnaires are input then the data will be re-analyzed and the analysis will be re-issued.

3. Town Centre Working Party

Meeting Minutes – **Shaftesbury, Melbury Abbas and Cann Neighbour Hood Plan**
24th Sept 2015; Location- Shaftesbury Town Hall – Time: 19:00 – 21:00

- o Robert Kennett from the Potting Shed is leading the Town Centre Working Party. It is anticipated that their input will feed into the Policies and Objectives section of the Neighbourhood Plan for the Town Centre.

o **Action:** RT to determine the output for the Town Centre working Party.

4. Next Steps

- o Each of the leads were requested to look at their draft Objectives produced prior to the questionnaire process and to cross reference the objectives to the Interim Neighbourhood Plan results for their section
- o The leads have been ask to validate that their objectives still stand up and to start to formulate policies.
- o Other neighbourhood plans are good to use as reference material for ideas for both objectives and policies. Thame Neighbourhood Plan was discussed.
- o It is anticipated that we should aim to have around 3 policies per area.
- o Once all of the objectives and policies have been formulated by the leads then the group will hire a consultant to write the Planning Policy for us.

o **Action:** All Leads to produce Policies and Objectives for their areas.

Dates for next meeting: 22nd Oct; 19th Nov; 17th Dec

Minutes by
K Tippins
Sunday, 27 September 2015