

## Ringmore Neighbourhood Plan Steering Group

### Minutes of the meeting held on 17 October 2017

#### Present:

Richard Baker (RB) – **Chair**  
Malcolm Findley (MF)  
Jenny Williams (JW) minute taker  
Mike Wynne-Powell (MW-P)  
John Reynolds (JR)  
David Vincent (DV)  
Mike Campbell (MC)  
**Apologies** Rosemary Piercy (minute taker)

1. **Previous Minutes:** The minutes of the previous meeting were agreed and signed.
2. **Mike Campbell** was welcomed as a new member of the steering group.
3. **Finance: RAB** noted no communication channel open at present to keep up to date with incoming invoices and payments made through the Parish Council. **JR** has created a spreadsheet for this purpose.  
**Actions** **RAB** has sent copies of all invoices for payment to **JR** to keep spreadsheet up to date.  
**DV** has invoice for mileage and stamps he will send to **PJ** with copy to **JR**.
4. **Survey Response: DV** apologised for omitting deadline return date on survey circulated in Ringmore Newsletter. Reminder to complete survey in November Newsletter with closing date **5 November 2017**. Discussion on poor response rate (only 13 completed plus 1 late one from Challaborough). Concern re lack of interest in general although **MC** did note that people he had spoken to at the JE did understand the importance of the Neighbourhood Development Plan. **MF** poor response at this stage was not too bad at this stage because the survey was just a general search for issues to be included in a future questionnaire. All agreed that the poor response at the Apple Pressing Event was because it was the same people that gave their views at the Garden Party in August. **RAB** stated that we need to find a successful way of approaching certain sections of the Parish Community e.g. those working  
**RAB** opened a discussion on how we are going to consolidate the information from the completed surveys.  
**Action** **DV** agreed to theme all survey responses from both the Garden Party and Newsletter surveys and meld them with the survey work carried out by **MF** and put them on a spread sheet for next meeting.
5. **MWP Report to go here. Conclusion** all who attended agreed the course was beneficial.

6. **Evidence and Data gathering via computer and SHDC.** MC stated that there was a vast amount of information that we could use in terms of statistical data and other relevant evidence that had already been gathered which would inform the NP process. **DV** stated that we should start allocating specific tasks to Steering Group individuals and that there were a number of links on the memory stick received at the training day. **Action DV** to download info on memory stick and send to **JR and MF**

**Allocation for information gathering**

**MC Demographics**

**JW** Environmental (MC to assist if necessary)

**RAB** Listed buildings (already completed)

**JR** to contact NT re: info on local Natural England (e.g. wild life surveys)

**DV/RAB** to explore various avenues for Housing Survey information (**RAB** to contact *SH Planning for advice on housing survey process*)

**RAB** to set up electronic file to collate all information gathered.

Other points in this discussion

- **MC** raised issue on how we link in with adjacent Parishes to ensure joined up approach were appropriate
- **MC** use information from Bigbury and Kingston NP
- **MC** suggested summer & winter traffic census
- **MC** suggests looking at a few LDPs to see what they are doing

**MWP** tabled paper of SHDC average house price list. Feeling was that these figures were not sufficiently refined to give a true picture of average house price within the Parish.

7. **Business Consultations?**

Discussion raised the following points: -

Businesses identified

Farms anyone who and farms in the parish

B&Bs

Public House

Holiday/Residential establishment at Challaborough including shop

Businesses run from home.

**Action MF** to produce list of topics we may want to explore with businesses

**JR** to consult with NT re number of farms and talk to Jem Deverson to help with identification of landowners and possible themes to be explored.

8. **Questionnaire assistance?**

**After** some discussion it was agreed that assistance from an outside agency (? Martin Parks) was the best course of action.

**Action RAB** to contact him re: availability.

9. **AOB**

**Quiet Lanes Initiative** this document will be circulated to non-Parish Council Members of the NPSG for comments. (**by RAB**) It is already on the agenda for the November Parish Council Meeting.

**NEXT NPSG MEETING TUESDAY 21 NOVEMBER 7PM WI**

**Signed:-**

**Date:-**