

## **Hardwicke Neighbourhood Development Plan.**

Steering Group.

Notes of Meeting held February 19th 2014

### **Present:**

Kevin Marsden (Chair) Kathryn Kent-Thomas, Jill Brearley, Graham Brearley, Fran Welbourne, Lyn Welbourne, Ian Widdows, Theresa Harrison, and Kevin Lee (Clerk HPC)

### **Apologies**

Elsbeth Kear, Phil Addle, Fr Andrew James, Chris Edwards.

### **Membership**

Theresa Harrison, (Parish Council representative), Jill Brearley and Graham Brearley were welcomed to the group.

### **Notes of Meeting Held January 22<sup>nd</sup> 2014**

The notes of meeting held January 22<sup>nd</sup> 2014 were approved as a correct record.

### **Terms of Reference**

The T.O.R. for the group were amended to record that meeting of the group would be held on the third Wednesday of each month.

### **Declarations of Interest Forms.**

Members were reminded to complete their declaration forms and to return to the Clerk at the next meeting. It was agreed that the list of group members would appear on the website.

### **Questionnaire**

Kevin Marsden updated members on the progress of developing the questionnaire. The questionnaire (paper copy) would be issued to all residents in Hardwicke via Hardwicke Matters and would 'test' the outcomes from the initial workshop held in September 2013. The questionnaire was being developed with GRCC and GRCC had agreed to analyse the results. The questionnaire would also be available on line via the GRCC website. KM would circulate the questionnaire to all group members for comments.

It was agreed that a prize draw would be held from all the returned entries. The deadline for returns would be April 23<sup>rd</sup>. This would tie in with the date of the Parish Assembly and allow for the draw to be made at the Assembly.

It was agreed that prize for the draw would be £60

## **Drop Off Boxes**

Completed questionnaires could be dropped off at the following locations; Pilot Inn, Westbourne News, St Nicholas Court, Crest Nicholson Sales Office, Hardwicke Primary School, British Legion and the Village Hall.

## **Workshop outcomes and theme leads**

Kevin Marsden informed the group that the initial workshop had identified 21 aims which could be summarised into 6 key areas. Following discussions with GRCC it had been recommended to focus on 4 main areas; Improved Services and Facilities, Protecting the Environment, Maintaining the Community and Homes to Meet Local Needs.

The following leads were agreed;

Protecting the Environment - Graham Brearley and Ian Widdows

Improved Services and Facilities - Theresa Harrison and Kathryn Kent- Thomas

Maintaining the Community- Ian Widdows

Homes to Meet Local Needs – Kevin Marsden agreed to start work on the theme and then hand over

Kevin Marsden agreed to circulate information for each theme.

## **Communications Plan**

The updated communications plan was agreed.

Theresa Harrison, Lyn Welbourne and Kevin Lee would meet to explore the use of Parish Council web site to host documents for the group.

In respect of Social Media, Facebook and Twitter, KL agreed to speak to Severn Vale School to enquire if a student would be interested in organising the social media for the group.

## **Logo**

Kathryn Kent-Thomas presented the entries for the logo competition. Over 40 entries had been submitted from pupils at the primary school. The group selected the winning entry and two runners up. It was agreed that a budget of £100 would be set aside for the school to use for the prizes.

Date of Next Meeting

It was agreed that the next meeting would be held on march 19<sup>th</sup> at 6.30 in the Village Hall.

