

**Monday 21<sup>st</sup> May 2019**  
**7.30pm at PVH- Ron Doble Room-**

**Present:**

Derek Troughton (DT),  
Graham Whitby (GW),  
Karen Kennedy (KK),  
Dave Stevens, (DS)

Peter Begley (PB)  
Frederica Teale (FT)  
Martin Pearson (MP)  
Michele Harding (MH)-Clerk

**Apologies:** Ray Doggett, Saira Sawtell and Ruth Chipp-Marshall, Also not present: Dave Stevens, Stewart Bayram and John Coombe

1. **Housekeeping and Apologies-** recorded
2. **Minutes of previous meeting** – 15<sup>th</sup> April 2019- agreed as a true record
3. **Matters arising/Actions** - actions from previous meeting- see list below

No	Date	Action	Members	Due by	Date Completed
1.	21/05	Prepare presentation for local meetings	PB & GW	meetings booked	End of May
2.	21/05	What info do we want to share?	PB	MH/PB- to clarify GDPR for the data we collect	
3.	21/05	Google analytics information	MH	Ongoing-	
4.	21/05	Chesil Magazine editorial	PB/MH	PB to liaise with Chesil Editor	
5.	15/04	New email addresses for members	MH/DT	Emails issued to those who wanted them, newsletter in progress	completed
6.	21/05	Project planner	DT	To share on Drop box and update as we progress	ongoing
7.	15/04	Arrange a Brainstorming meeting	DT/MH	Arranged for 28/05	
8.	15/04	Quote for printing costs from a couple of companies	KK/DT	Printing costs gathered	
9.	21/05	Expression of interest grant funding	MH/DT/PB	Expression of interest submitted now application form to be completed	
10.	15/04	Facebook, Twitter and Domain name	KK		completed
11.	21/05	Village newsletter as the village rep	PB/SS/MP /SB	Village reps decided, newsletter in progress	
12.	21/05	To speak to Jo Witherden prior to Brainstorming	DT		

- 4. Feedback from Chesil Bank meeting-** Progress was shared with the council and the response was supportive. The proposal is for just over £11,600 in all with an initial outlay of £750 for consultancy, printing costs and a 20% contingency. This was agreed by the PC with everyone voting for. PB and DT have been discussing the delegated authority of the SG. We are mindful that the PC is our principal client but we are also acting on behalf of the 4 village communities. We believe we have the delegated authority to make day to day decisions, especially since we have PC Representatives on the SG and also since our progress is reported back to the PC at their monthly meetings..
- 5. Meeting with Jo Witherden.** MH recommended Jo, as she has worked on over 30 Neighbourhood plans. Peter and Derek met her to discuss a proposal and costs. DT believes we need a professional to advise us, in order to save time and mistakes. All present in agreement. KK suggested it would be useful to speak to Jo before the brainstorming meeting. Action - DT will speak to Jo tomorrow and ask for suggestions of objectives for the survey. DT will also send her the draft survey for opinion. Peter mentioned that as the Abbotsbury meeting it was asked how the parish council can feedback to us if there are questions they think we need that have not been included. We are currently aiming for 4 surveys to cover all the questions. Surveys will not be the only source of information; the group will also talk to community groups and do workshops to reach more people than might answer a questionnaire. Facebook and the newsletter can be used to engage communities and exchange information in both directions.
- 6. Newsletter.** Peter has written the first newsletter and plans to send one out every 2 months. The first will be the longest to include all the information from our meetings so far. We need to establish who the 4 parish council reps are and how to contact them; current protocol is via the clerk. The group then debated the number of surveys and how the data will be analyzed. Further debate at the brainstorming session. The draft newsletter will be slightly reordered before publication.
- 7. Feedback from various community meetings** DT/PB- have attended the WI meeting, Fleet parish meeting, this was well attended, Abbotsbury Parish meeting was less well attended but interest from those at the meeting, Langton Herring and Portesham parish meetings to be completed. As part of the meetings the aim is also to gather support and community volunteers to help with distribution of newsletters, promotion of the plan and analysis.
- 8. Vision4chesil emails & website-** the website is yet to be built, MH is meeting the PC website designer and will discuss this with him, DT has set up the emails using vision4chesil.org, a catch all email address will also be set up the Clerk will use the clerk email address [theclerk@chesilbankparish.org](mailto:theclerk@chesilbankparish.org). Fleet will have a specific Fleet email KK & SS will have access.
- 9. Brainstorming session 28/05**  
The agenda for the brainstorming session has been circulated, SS, PB, DT, GW, MP, SB and MH to attend from 3-6pm. The first session will deal with the household and housing & built environment.

**10. AOB-DT** commented on the discussion of sponsorship or incentives for completing surveys, can we use businesses to sponsor, should the cash sum be from the grant? Information from other NP groups to be sought to see what has already been done. In order to carry out further consultations, the group is aiming to attend the Chesil Fayre on 4<sup>th</sup> August having children's games and info for the NP. Also for discussion on Tuesday will be stakeholders, i.e. housing associations.

**11. Date of next meeting-** following the brainstorming session the next meeting is 24<sup>th</sup> June and Jo Witherden will be attending.

**Meeting closed 9.20pm**