

**CHESIL BANK NEIGHBOURHOOD PLAN STEERING GROUP
MINUTES OF 13TH MEETING
MONDAY 24TH FEBRUARY 2020 @7.30PM, RON DOBLE ROOM, PVH**

Present:-

Derek Troughton(DJT)
John Coombe((JC)
Fredi Burdge(FB)
Dave Stevens(DS)
Peter Begley(PB)
Karen Kennedy(KK)
Graham Whitby(GW)
Cate Killoch(CK)
Ruth Chipp-Marshall (RCM)
Stewart Bayram(SB)
Saira Sawtell (SS) Notes

Apologies: Martin Pearson, Ray Doggett

The Chair welcomed Cate Killoch to the meeting, who was attending on behalf of Ray Doggett for the foreseeable future.

DJT summarised a pre-meeting with Marsha outlining some of the difficulties and concerns which had been communicated to her. The difficulties of keeping the website current was discussed. It was agreed by the PC Chair that changes need to be made.

Action/ Decision No	Description	Actioned
AP13/1	Send email to the Chair detailing the concerns expressed by John and others on the way the SG has operated.	JC
AP13/2	The review process for surveys and newsletters were discussed. DJT suggested an alternative review process that follows a pre-defined process needs culminating in a workshop to agree to reach agreement. Define a process and distribute for review which is to be followed for each survey.	DJT
D13/1	The requirement to address envelopes for future survey distribution should be left to the discretion of the Village Representatives	
AP13/3	As agreed on previous occasions all SG Members should ensure that any personal data collected as a result of the surveys is not stored on their computers, in accordance with GDPR legislation.	All
D13/2	The frequency of SG Meetings was discussed and it was decided that monthly meetings were adequate, provided that special	

	meetings were arranged to agree surveys etc as and when necessary.	
AP13/4	Publish dates for pre-survey planning meetings in 2020.	DJT
R13/1	There was a discussion concerning the need to stick slavishly to the plan and slippage from the schedule is to be tolerated with good reason.	
AP13/5	The project plan will be reissued for review at this half-way stage. Given the concerns expressed by JC in particular it was decided to propose a vote of confidence in both the Chair and Vice-Chair. GW proposed a vote of confidence in the Chairman. Seconded by SB. Unanimously agreed on a show of hands.	DJT/PB
D13/3	GW proposed a vote of confidence in the Vice Chairman. Seconded by SB. Two abstentions. One against. Seven in favour.	
D13/4	In view of the late hour, DJT proposed that the meeting should be closed and the remaining agenda items would be covered at a meeting on the 9 th March 2020.	
AP13/6	Review revised ToRs (to be renamed as SG Guidelines or similar) and bring comments to the next meeting.	ALL
	Meeting closed at 9pm	