

## ASHTON HAYES NEIGHBOURHOOD PLAN

### MINUTES OF ASHTON HAYES NEIGHBOURHOOD PLANNING FORUM (AHNPF) HELD AT THE PAVILION ON 19th APRIL 2012

**Present** Jane Colville , Mike Powers , Bryan Davies, Alan Bennion, Mike Lemmy ,  
Richard May Roy Alexander, Paul Varey, Frank Brereton

**Apologies** Georgina Lloyd Watts, Garry Charnock , Lisa Allman

1. The meeting discussed the Terms of Reference (TOR) which Mike Lemmy had produced and agreed some additions which **Mike** will sort before sending through to Jane and to Lucy Hughes [Council] . **Jane** will then send to all for further consideration and approval. It was noted that these TOR in draft form had been sent by Jane around the Parish Council already and no changes requested by them as a result .
2. The meeting discussed the geographical area to be covered by the Plan and agreed that **Jane** would contact Lucy Hughes to try to obtain clear information about the houses/ households in that area so the group does not miss anyone out from the process. She will also ask Lucy to confirm/clarify around the issue of the size of a community that would be accepted as being recognised and given approval to complete their own plan. In the meantime **Frank** will draft a letter designed to go to these households which will explain about the N.Planning process and our proposal to include them whilst seeking their views etc .The idea will then be that these households will be visited as a follow up to the letter to clarify their preference.
3. Survey [initial] . The meeting agreed to craft a survey to tease out the `big issues` which will then be worked on [researched/options considered and identified] before a more detailed survey is undertaken involving all the residents .

It was agreed that this first survey should focus on a random 100 households and the outcomes be shared with all other residents who would be invited to attend meetings / drop ins where they would be invited to consider views expressed so far and add to these etc .

The meeting looked at the Yapton plan and their final survey together with our Parish Plan and the initial process undertaken in respect of that and from that were identified 6 main elements which fit within the major headings of Economic, Environmental and Social issues. These 6 elements would be subject to the preparation of 3 open ended questions designed to `get out on the table` what matters most to people in the community .The meeting tried this approach out using `Housing` as the element and was able to identify 3 open questions which should throw up information and ideas that can then be used later on in the planning activity .

**Mike and Paul** offered to devise such questions in respect of each of these topics ,then to send in draft form to Jane so she can get them out to all the group for further comment and thought prior to the next meeting .

**Richard** offered to draft an introductory statement to the survey to assist those talking to the initial 100 householders .

**Alex** made an offer, which was accepted by the group, of 3 students who under his supervision would randomly select the 100 households , would distribute the surveys and follow up with a visit to complete the form and subsequently would distribute to each household the findings plus any further information we wished to disseminate at that point regarding dates of meetings/drop ins etc .Alex`s offer was accepted and the meeting confirmed the dates when the students will be available as being early May through to early June. His offer is for up to 6 days worth of their time over that period for this exercise and it was confirmed that **Jane** would join with **Alex** just prior to them starting to brief them on the task and explain the context and expectations.

4. It was agreed to meet again in two weeks time **on Wednesday 2/5/12 at 7.00 in the PAVILION** . Jane will invite to this meeting for the first hour **Lucy Hughes [ Council link]** and **Kate Harrison** so the group can be brought up to date with the Council thinking and position on neighbourhood planning and can also take stock of the provisions of the legislation regarding `community right to build` . The second hour will be taken up with us considering the work done by all those with actions from this meeting concerning the initial survey and the communication with Horton Cum Peel residents