

Record of Much Birch Neighbourhood Development Plan Steering group meeting 2 March 2017

Present. Dave Goldsmith (Chairman), Chris Grover (Finance/budget), Shirley Coates, Trisha Egerton, Steve Turner (PC) Roisin Burge (PC) Lesley Gare, Rosemary Rigby.

1. Apologies

2. Background information to items 2 and 3

At the February 2017 meeting of the steering group the Chairman reported that he had written to invite proposals of interest to seven companies (selected from a list provided by Herefordshire Council). The following response had been received:

2 declined

2 no response to date

3 information returned and circulated to members of the steering group.

Follow up. Following an evaluation of the three submissions received, two companies were invited to make presentation to the March meeting as recorded in agenda items 2 and 3

2. Presentation from Jeff Bishop representing Place Studio.

Following an interesting and comprehensive presentation Mr Bishop responded to questions (which had been agreed by committee members in advance of the meeting.) The Chairman thanked Mr Bishop for his presentation

3. 8.20 Presentation from Chris Gooding representing Data Orchard.

Note Bill Bloxham was unable to attend and sent apologies.

Following an interesting comprehensive presentation Mr Gooding responded to questions (which had been agreed by the committee members in advance of the meeting.) The Chairman thanked Mr Gooding for his presentation.

4. Declarations of interest.

There were no declarations of interest.

5. Discussion relating to the two presentations and selection of consultant.

Following comparison and evaluation of the two presentations it was agreed that a recommendation be made to the Much Birch Parish Council for the appointment of Data Orchard as the company to work with the steering group, Parish Council and community to ensure a successful outcome for the Much Birch NDP. The Chairman agreed to report the recommendation to the Parish Council at the March Meeting and to seek clarification on the procedure taking this forward and seeking funding support for same.

It was agreed that whilst access to and support from a consultancy was central to progress of the Much Birch NDP the key to success will be to ensure that each and every member of the community/household receives full and clear information about consultations/ meetings about the NDP and that this is checked upon and followed up by the steering group.

6 Approval of minutes/notes from last meeting.

The record of the February meeting was agreed as a true record and a copy will be forwarded to the Clerk to MB Parish Council

7 .Matters arising from last meeting.

All **Items** covered in agenda.

8. Action Plan prior to next meeting.

The Chairman to attend the meeting of MB Parish Council to confirm recommendation for appointment of consultant and clarify the procedures/ admin process required to progress the appointment and application for grant funding.

Application for grant funding to be discussed /progressed Chairman and Chris G (funding and finance).

9 Strategic Environmental Assessment.

The origin and status of this document were clarified and contents noted. The Chairman to seek further clarification about how this document will relate to NDP developments when he attends meeting of Much Birch PC.

10 Communications.

The Chairman reported that he was in discussions with Mr Terry Cook and they were in the process of developing a NDP Facebook facility. It was still at an early stage and was currently only accessible by the Chair of Parish Council and Terry (web master for PC information sharing) and himself. The Chairman confirmed that he would continue to take this forward.

It was recommended that NDP news is also circulated via Birches Newsletter and Parish magazine and the Chairman agreed to look into this.

11. AOB

It was agreed that when the appointment of the consultant and funding had been confirmed one of the first actions of the group would need to be an early meeting with the consultant to discuss a draft project plan.

12 Date of next meeting.

30 March 2017 7.30pm