

**Minutes from Aberford and District Neighbourhood Development Plan
Management Group meeting of 1st June 2015**

Attendees

Mike Oakes

Tom Robbins

Keith Dunwell

Ruth Reed

Agenda Item	Description
1.	<p>Apologies</p> <p>John Barker, Mike Dando, Derrick Mills, Margaret Lloyd, Shereen Lloyd Sharon Ockleton had resigned from the group. MO to write to DM, ML & SL to see if they wish to remain part of the group.</p>
2.	<p>Minutes of Last Meeting</p> <p>It was agreed that the minutes were a true and accurate record of the meeting held on 7th May 2015</p>
3.	<p>Funding</p> <p>KD had made the application for funding of just over £7,000 and had received confirmation that we had been granted the money. The money had to be spent within six months. KD confirmed that the Parish Council had accepted Mike Dando as our consultant.</p>
4.	<p>Draft Plan</p> <p>TR sent the plan and letter to the printer last week. The printed versions will be available soon. RR will get them posted to households as soon as possible. KD to check with the village shop to ensure completed forms can be left there ready for collection by the group.</p>
5.	<p>SHLAA Sites</p> <p>There have been no updates since the last meeting.</p>
6.	<p>Questionnaire</p> <p>MO has created the online survey and created a new link https://www.surveymonkey.com/s/AberfordNDP. The link has been included in the letter. MO had paid £78 to ensure the link was available for 3 months. The link will allow villagers to enter the questionnaire online and will also allow the group to key in all the printed results and take advantage of the analysis feature available online.</p>

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7.	<p>Village Hall Consultation event</p> <ul style="list-style-type: none"> • David Gluck will let us use the display boards for the event. The Parish Council will provide a large plan of the village • TR will arrange for A3 versions of the policies • TR will bring spare copies of the plan and spare questionnaires • One of MO's neighbours will provide biscuits, tea & coffee • RR will bring the banner for the outside of the hall • KD will create posters to go in noticeboards • MO to get some balloons to go outside the hall • MO to invite Alec Shelbrooke MP and Ward Councillor Matthew Robinson • KD will leave a box at the village shop but for completed surveys • KD to email local radio stations. • Village groups will receive notification via the questionnaires when they are delivered. <p>Members of the group will go along at 9am on the 21st June to help set up and be ready for opening at 10am</p>
8.	<p>Project Plan</p> <p>The plan is still on target against the recent project plan.</p>
9.	<p>Boundary</p> <p>A meeting will be held in Garforth on 9th June to discuss the land within the Parish but beyond our plan's boundary. The Parish Council will feed back any relevant details.</p>
10.	<p>A.O.B.</p> <p>Re the letter received from Matthew Smedley via the Parish Council. We need to</p> <ul style="list-style-type: none"> • renew all the declarations of interest – TR will send the form to MO and he will distribute around the group. • confirm how many people still wish to be involved in the group. • ensure that the minutes are visible to the public as they are not shown on the Parish Council website. • Update the Terms of Reference need updating (this is something MD may be able to help with) • The Parish Council could mention our meeting dates at their meetings.

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11.	<p data-bbox="359 219 657 250">Date of next meetings</p> <ul data-bbox="411 293 1326 450" style="list-style-type: none"><li data-bbox="411 293 1326 371">• Thursday 2nd July 2015. To be held at 7:30pm at Pearce Bottomley Architects, Roman Ridge, Aberford.<li data-bbox="411 371 1326 450">• Thursday 6th August 2015. To be held at 7:30pm at Pearce Bottomley Architects, Roman Ridge, Aberford.
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