

**Minutes from Aberford and District Neighbourhood Development Plan  
Management Group meeting of 1<sup>st</sup> May 2014**

Attendees

Mike Oakes

Ruth Reed

Keith Dunwell

Tom Robbins

Agenda Item	Description	Action
1.	<p><b>Apologies</b></p> <p>John Barker Dave Duddell Paul Hancock Margaret Lloyd Shereen Lloyd Derrick Mills Sharon Ockleton</p> <p>Review previous minutes - agreed that they were an accurate record.</p>	
2.	<p><b>Actions to date</b></p> <p>Following on from the previous meeting, Tom Robbins contacted Mike Dando to request example questionnaires from other ND groups. Mike Dando responded (01.05.14) saying :-</p> <ul style="list-style-type: none"> <li>• He is not a great fan of questionnaires.</li> <li>• Wetherby ND group's questionnaire was reportedly good but he hasn't got a copy.</li> <li>• Rather than preparing another questionnaire he suggested that it would be a good idea for us to start to draw up a draft plan (based on the Key Issues Table produced at the workshop he ran)</li> <li>• This would identify any gaps in our consultation which could then be targeted with specific evidence gathering/direct consultation.</li> <li>• The plan could then be published as a 1<sup>st</sup> draft and put out to consultation.</li> <li>• We would take into account the VDS (when available) in preparing the first draft.</li> <li>• Mike Dando (Planning Aid England) would review the draft before it was issued for consultation.</li> </ul>	

**Minutes from Aberford and District Neighbourhood Development Plan  
Management Group meeting of 1<sup>st</sup> May 2014**

3.	<p><b>Community Engagement and Involvement</b></p> <ul style="list-style-type: none"> <li>i. Open day – date to be confirmed pending draft plan.</li> <li>ii. Questionnaire – As per notes above, another full questionnaire may be unnecessary and time consuming at this stage. Points identified at the last meeting should be kept in mind though, in order to inform further evidence gathering/direct consultation to inform the draft plan, e.g: <ul style="list-style-type: none"> <li>a. Bus Occupancy:- <ul style="list-style-type: none"> <li>i. Action Point – ask “First” and “Aviva” for occupancy rates on no 64 bus.</li> <li>ii. Which secondary / academy schools do Aberford’s children attend?</li> </ul> </li> <li>b. Facilities <ul style="list-style-type: none"> <li>i. Action Point – Ask surgery for usage rates</li> </ul> </li> <li>c. Housing needs <ul style="list-style-type: none"> <li>i. Census data and LCC data on Survey Market Assessment.</li> <li>ii. Redo housing categories for clarification.</li> </ul> </li> <li>d. Highways <ul style="list-style-type: none"> <li>i. Is parking an issue?</li> <li>ii. If so where and why?</li> </ul> </li> <li>e. Demographics <ul style="list-style-type: none"> <li>i. What evidence is needed about age? Tom to ask Mike Dando</li> </ul> </li> <li>f. Social Clubs <ul style="list-style-type: none"> <li>i. How do we engage with Parlinton House? (fitness classes on a Friday)</li> <li>ii. Mums and tots</li> <li>iii. Youth Club</li> </ul> </li> </ul> </li> </ul>	
5.	<p><b>Parish Council Update</b></p> <ul style="list-style-type: none"> <li>i. PB architects await confirmation from the Parish Council of their assistance with the Village Design Statement, which was submitted by the Parish Council to LCC and has now been returned with comments and needs amending, finalising and formatting for publication, inclusion as a material consideration in the local plan, and to inform the neighbourhood plan.</li> <li>ii. Later in May there will be a forum meeting facilitated by the PC, amongst the items for discussion at this meeting will be the NDP. MO will send details to Julie Sou of <ul style="list-style-type: none"> <li>1) A summary of what the NDP is</li> <li>2) An update on activities since last May</li> <li>3) An update on what our next steps will be</li> </ul> TR to forward NDP programme and Key Issues table for inclusion </li> </ul>	<p align="center">PC</p> <p align="center">MO TR</p>

**Minutes from Aberford and District Neighbourhood Development Plan  
Management Group meeting of 1<sup>st</sup> May 2014**

	<p><b>Next Meeting Objectives</b></p> <p>iii. Mike Dando had previously offered to hold a Vision &amp; Policy writing workshop. It was agreed that we would approach MD to hold such an event at our next scheduled NDP meeting on 5th June. TR will contact MD</p>	TR
9.	<p><b>Date of next meetings</b></p> <p>i. Thursday 5<sup>th</sup> June 2014. To be held at 7:30pm in the Oriel Room, St Ricarius Church, Aberford.</p>	