

**FRADLEY NEIGHBOURHOOD PLAN STEERING GROUP
MINUTES OF MEETING HELD ON WEDNESDAY 10th JUNE 2015
ST STEPHEN'S CHURCH**

Apologies: Chris Gillie

1 **Present:** Jo Spence, Cllr Simon Roberts, Greg Jones, David Derrick, Linda Wild, Sandy Carruthers, Cllr Lynn Beaumont

2 Minutes of Last Meeting (15th April 2015)

These were accepted as a true record and will be forwarded to the Parish Council for publication on their website.

3 Matters Arising

- The boundary maps will be forwarded to members of the Steering Group. **Action: Simon**
- Timesheets – it was confirmed that in order to apply for grants all hours spent, plus projected time to be spent to the end of the process, should be supplied. Therefore, everyone is requested to keep their time records up to date and have ready for the next meeting.

4 Task Group Reports

Development, Facilities, Environment and Strategy Groups have nothing to report until the Questionnaire is completed, further work will proceed following this.

Communications Task Group

Linda Wild has received a letter from Michael Fabricant MP to the effect that he had written to BT Complaints Department and requested that the question of Broadband in the village be treated as priority and stated he would contact us again once he knew more. It was agreed that Linda would further write to him regarding the mobile phone signal in the village.

Furthermore a quote will be requested for the design and maintenance of a website. Simon Roberts will request one from his contact also.

(No volunteers came forward when an appeal was made on Fradley Communique)

Action: Linda/Simon

Economic Group – someone to be identified to head this group.

Action: Simon

5 Traffic Group

The appeal made to all the email addresses we hold from the January meeting for volunteers to take part in this group, following Mark Edwards' exit, has generated only two people. Simon will contact someone who he thinks would be qualified to head this group, directly. Jo made a few suggestions also and she will actively pursue this.

Action: Simon/Jo

6 Questionnaire Progress Report

Jo presented her contribution for Facilities for the questionnaire.

Greg has already provided his questions (Development), which were further discussed at the last meeting.

Simon will work on his Environment part of the questionnaire.

David Derrick will now co-ordinate the Questionnaire and will be in touch with Fiona to get this started.

Action: David

Discussion took place regarding the best way to present this to the community and it was decided that initially all households would receive a Questionnaire, delivered to their homes. They could have the opportunity to either fill this in or complete online (if our website is not completed by then, maybe it could be added to the Parish Council website). These forms could be left at either the Post Office or one of the shops as the Stirling Centre.

Jo Spence will contact all youth groups and survey the children to obtain their views. This will then form a good basis for evidence gathering.

Action: Jo

7 Treasurer's Report

Ben Walsh has informed the committee that he does not wish to take up this position and has resigned. Unfortunately a lot of time has been wasted and it is imperative that we find someone as soon as possible.

Greg will contact his Bank Manager, with whom he has a good relationship, and try to arrange to open up an account in the first instance.

Jo will contact a member of the community to try to encourage them to take up this position.

Action: Jo

8 Next Public Meeting

It is anticipated that we should have the questionnaire analysed by October/November and a public meeting will be arranged immediately after this. Lyn Beaumont will obtain a list of Saturday morning options for the village hall and will email Sandy so that it can be booked in good time. Sandy to provide a plan of action for the meeting so that arrangements can be made in good time.

Action: Lynn/Sandy

9 Any Other Business

Unfortunately Darrell has not attended any Steering Group meetings since 4th March which means that he has now missed three monthly meetings. This is in contravention of the Constitution and will therefore be requested to resign.

Action: Sandy

10 Date of Next Meeting: - Wednesday 8th July – 7. p.m. – St Stephens Church