

WHITCHURCH AND GANAREW

NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on 18 April 2016 at Whitchurch Memorial Hall

PRESENT G Litson (Chairman) P Lewis (Project Leader) G Hiscox (Parish Council Chairman)
S Borthwick E Heyes A Thomas P Cruttwell

ATTENDING K Shilton (Administration)

APOLOGIES I Draycott

1. RESOLUTION OF APPOINTMENT OF SECREARY / TREASURER

The meeting resolved that P Cruttwell be appointed secretary / treasurer for the Whitchurch and Ganarew Parish Council Neighbourhood Plan Steering Group.

2. PREPARATION FOR THE COMMUNITY EVENT WEEKEND 14 / 15 MAY 2016

2.1 All members reviewed the key elements / Summary of Evidence for the theme boards to be used at this event.

2.2 All content papers for these boards from all segment leaders to be sent to A Thomas as soon as possible to allow the team of A Thomas P Cruttwell and S Borthwick review these on Thursday 21 April 2016.

2.3 Different themes will have a special colour background. It is expected A2 size charts will be used.

2.4 Theme boards required.

G Hiscox	6
P Lewis	6
G Litson	3
S Borthwick	3
E Heyes	6
A Thomas	6

2.5 Header boards and logos. Each theme to have a coordinated header board with the 3 logos of Neighbourhood Plan / Awards For All / Community Grant.

3. FOLLOW UP WITH FOXLEY TAGG

3.1 G Litson will speak with Foxley Tagg regarding estimated budget spend and final Evidence Summary reports.

3.2 G Litson will send to members the comments received to date from Foxley Tagg regarding the segment Evidence Summary reports for further future consideration.

4. NEXT MEETING

Next meeting to be held on 25 April 2016 at 5.30pm at The Old Court Hotel.
G Litson to coordinate availability.
This meeting is to concentrate on the Community Event weekend.

The meeting started at 5.30pm and ended at 7pm

Signed

Chairman

Date