



Stainforth

Neighbourhood Plan

Working Group Minutes
 STC Neighbourhood Plan
 19th April 2018 at 2.00pm
 Location: Town Council Offices

Attendance list: Cllr P Bedford, Cllr W S Q Cook, Cllr K Allsopp, Mrs A Sylvester, Mr F Turner, Ms J Stimpson (DMBC), Mr C Hall (DMBC), Ms L Kirkup (Kirkwells) and the Deputy Clerk Mr P Goodman

Topic	Discussion	Action	Person Responsible
1. Apologies for absence	Cllr G Derx, Cllr S Bolton		
2. Next Steps with DMBC Jane Stimpson	Hargreaves would like to come and talk to the Working Group Grant funding has now reopened with upto £9K available and the possibility of an extra £8K all to be spent within the next 12 months. Technical support is also available	JS to liaise with KE Apply for funding Link Neighbourhood Plan website to DMBC website Check what to do with questionnaires in the light of the new GDPR regulations (Arrange meeting between J Stimpson (DMBC) L Kirkup (Kirkwells) and Working Group	JS/KE PB JS JS KE/PG

3. Minutes of previous Meeting	Agreed		
4. Matters Arising	<p>AS has spoken to the lady at Poulton Close any day of the week is available except Thursdays. 8/5/18 was suggested 2-4.</p> <p>Leaflet is needed to publicise the above.</p> <p>Refreshments of tea and scones to be provided – allowed cost £50</p>	<p>Link Website to TC Website</p> <p>Confirm date is ok with Poulton Close.</p> <p>Produce leaflet</p> <p>Arrange refreshments</p>	<p>L Saunderson</p> <p>AS</p> <p>KE/PG</p> <p>AS</p>
5. Website/Facebook update	<p>Website now up and running –</p> <p>stainforthneighbourhoodplan.org.uk</p>		
6. Presentation by Louise Kirkup Planning Consultant, Kirkwells	<p>When applying for funding consider what realistically can be achieved in the 12 month period.</p>	<p>Arrange a working session, going through the issues, over a full day, inviting community leaders.</p> <p>Lodge 'Expression of Interest' with Locality and liaise with LK having completed as much as possible</p> <p>Produce a document covering the events of the Launch Day</p> <p>Produce a document covering the events of the Open Day</p>	<p>All</p> <p>PB/LK</p> <p>WSQC</p> <p>KA</p>
7. Next Meeting Date and Time	15/5/18 1.00pm at the Town Council Offices		

Close of meeting 3.55pm