

**Orleton and Richards Castle**  
**Neighbourhood Development Plan Steering Group**

**NOTES** from a meeting at Richards Castle Village Hall, Monday 30 June 2014

**6c/14/1:a) attendance:** John Alderman (JA), Pauline Betteridge (PB), David English (DE), Elizabeth Moran (EM), Donald Pickard (Secretary, minuting, DP), David Small (Chair, DS), Jim Watt (JW)

**b) apologies for absence** were received from Mike Saunders, and Richard Hewitt.

Conversation later in the meeting raised queries about the current Steering Group mailing list. The secretary confirmed that the list does presently include Pauline Betteridge and undertook to clarify Orleton Parish Council representation with the Parish Council and with the previous representative, Barbara Mark.

**6c/14/2:** There were no **declarations of interest by members**

**6c/14/4:** The notes of the meeting of 16 June 2014 were received without any further addition: there were no matters arising. (6c/14/5) not covered by today's agenda

**6c/14/6: Correspondence:** It was noted that the Community Development Foundation had confirmed the grant to the Steering Group would be £7000 with the first instalment (£6300) to be paid immediately,

**6c/14/7: Reports**

1. There was no further report on finance (see 6 above)
2. **JW** reported on conversations with Tony Sharod about the **Website**. There will be two domain names (one relating to each village) but the conversation emphasised that logging on to either should lead to the single home page for the Neighbourhood Development plan, to avoid any confusion and to ensure that voting in the referendum would be based on the same information in both centres. There will be a page soliciting ideas and responses, but the page will not be called a 'questionnaire'. The website should be operational within a few days and after trial use be open for general use.
3. The paper: **Richards Castle: Preliminary Options** (prepared by MS) was welcomed as a good model for both centres. MS is authorised to submit it for detailed comment by GW. (To be actioned by DS)

**6c/14/8. Action planning for the drop-in events.:**

1. DS showed a draft of a simple b/w **Invitation card**. The group endorsed the proposal that 550 cards be ordered, printed on vivid yellow card, from St Leonards Press at a cost of £63.00. The group agreed to commission six banners for £144.00. Distribution of the cards will be organised by EM, PB and JW within Orleton and by DE for Richards Castle,
2. **Maps:** JA listed the maps which have been commissioned, covering various aspects of each village and to include 3 which will be laminated to allow stickers to be placed. In the course of this he outlined the exhibition sequence (**Programme**) from A) introduction/ registration/ scene setting through B) "This is what we have - the story and setting of our places" to C) "These are the questions / issues to be addressed". Signing for refreshments would then follow. A more random discussion followed about the nature of the refreshments (**materials, refreshments, etc**), and the general staffing (**Staffing**) of the event. More details for this will be the subject of the next meeting (Monday 7 July, OVH). In the meantime, steering group members will indicate their availability for being at any of the four days of the drop-ins to EM. (mrs Moran 2@btinternet.com, 01568 780675) and to seek to recruit three volunteers each to assist in the events (DP will raise this with Orleton PC)
- 3 **Option statements.** DP tabled some papers based on the MS paper. to show that the form of the MS paper might be followed, but that much of the detailed content derived for the recently completed RC Parish Plan (Community Plan) and equivalent statements would have to be worked out for Orleton. JA asked that the planning constraints in the Herefordshire Local Plan Core Strategy be framed as questions/ options for the display boards in the drop-ins. DP will produce further work on this by July 7.

**6c/14/11 next meetings** were set for: **a) Events progress: July 7 (OVH) July 14 (at DE, RC)**

**b) Briefing meeting for the drop-ins: 7.30, July 16 at OVH**

**c) A meeting of the full steering group will be required as soon as possible after the drop-ins: Monday 28 July at OVH is proposed (and will be booked provisionally).**