

ORLETON AND RICHARDS CASTLE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

NOTES OF A MEETING HELD AT 7:30PM ON THURSDAY 31 JULY 2014
AT RICAHRDS CASTLE VILLAGE HALL

7b/14/1/a: Those present:

David English (DE)
Liz Moran (LM),
Mike Saunders (MS)
David Small (DS - Chair)
Barry Unsworth (BU)
Jim Watt (JW)

Fred Secker (FS), an Orleton resident, also attended and offered to join the Group. He was welcomed and DS outlined the background and purpose of the Group.

Councillor Sebastian Bowen (Herefordshire Council) in attendance.

7b/14/1b: Apologies were received from:

John Alderman (JA - Vice Chair)
Donald Pickard (Secretary)
Richard Hewitt (Treasurer)
Pauline Betteridge

7b/14/2: Note taking: DS agreed to take notes in the absence of the Secretary.

7b/14/3: Members declarations of interest

It was noted that John Alderman will shortly be opening a holiday let in Orleton and, as such, will have an interest in local heritage and facilities for tourists. Those present did not see this as a conflict of interest with the aims and objectives of the Steering Group.

7b/14/4: Feedback from the Drop-in events and actions resulting

DS thanked all those who had organised and supported the Drop-in events. It was agreed that the events were successful with total of 289 people attending the four sessions, 193 in Orleton and 96 in Richards Castle. 289 represents some 31% of those over 16 in the two communities. A detailed breakdown is available. Councillor Bowen said that, given his experience of similar events elsewhere in the county, this was a good result.

DS agreed to draft a letter to the community to be published in the next issues of Grapevine and Castle News and on local notice boards. It will thank people for their attendance and say that the comments and suggestions from these successful events will help in the preparation of the questionnaire which is expected to be distributed in early Autumn. It will also mention the timescale for the remaining stages of the plan preparation.

In addition to Fred Secker's offer to get involved, the Group has also received expressions of interest from four others:-

Jennet Thomas, 4 Millbrook Close, Orleton	01568 780852
Jackie Humber, The Old Vicarage, Orleton	01568 780403
David Lee, 10 Millbrook Close, Orleton	01568 780870
Fred Farr (shortly to be moving to RC)	07977 125976

DS has spoken to Jackie Humber who will be happy to help with events and deliveries. JW will contact Jennet Thomas and David Lee to gauge their interest and we will contact Fred Farr in due course.

7b/14/5, 8 and 9:

Considerable discussion took place on the subjects of the feedback, the questionnaire and the structure of the Plan. It was agreed that there would be three parallel working groups:-

W1: Creation of a draft Plan structure - key issues and areas to be covered and identification of questions to be addressed through the questionnaire (MS, DE, DS, JA). This group will meet initially at DE's house at 15:00 on Monday 4 August.

W2: Analysis of the individual comments made by visitors to the Orleton Drop-in Events (LM, BU). Note that MS already has this in hand for RC.

W3: A review of questionnaires being used by other NDP groups (JW and FS will meet on Monday 4 August). Kingsland, Eardisley, Leominster, Stoke Prior and Whitbourne were mentioned as some of the possible sources.

The groups will liaise with each other and report to the full meeting during the week of 11 August.

7b/14/6: Website Progress

The website is up and running albeit with little content so far. We agreed with JW's suggestion that the feedback on building styles should go on to the site. It was agreed that the community letter should also appear on the site.

We agreed that we would not put the questionnaire on the website since providing a feedback system via the website would be very difficult. It is important that we keep careful control of the distribution and collection of the questionnaires which means that this must be done by personal visits to each household.

7b/14/7: Census and Electoral Roll data

The Electoral Rolls will be the best source of the data we need to plan distribution of the questionnaires to eligible individuals. Councillors apparently have access to them as of right but it was not decided who (JW, MS or DE) will obtain a copy for our use.

NEXT MEETINGS:

Full Steering Group: W/B 11th August 2014, venue, date and time TBA

Working Groups: W1: Monday 4th August 15:00 Woodhouse Farm
W2: To be agreed
W3: Monday 4th August 10:00 Brick Corner House

There was no Other Business and the meeting closed at 21:35.