

Gotherington NDP Steering Group Meeting Minutes  
2:00pm on Monday 7th December 2015 at David's house

Present: David Ward, Iain Angus, , Phil Aplin, Howard Samuels, Edward Catchpole  
Apologies: Paul Hughes, Simon Tarling, Caroline Ryman, David Hearn

### 1. Printing

**Iain** has arranged all the printing of the GNDPs, the appendices and the Consultation forms.

### 2. Consultation forms

**Phil** will distribute the consultation forms and lists of names and addresses to members of the SG and volunteers from the Parish Council.

It was agreed that no further copies of the consultation form will be needed at this stage as members of the SG will complete theirs on-line.

The data collected from completed forms will be entered into a suitable database on Survey Monkey, using a password, by members of the SG. **Phil** to check whether double entry of names (first and second names) can be avoided and ask **Simon** to organise the database on Survey Monkey..

**Howard** to make arrangements with the Village Shop and Village Hall to have a collection box and copies of the GNDP to be taken on a loan basis, with a signing-in sheet. **Phil** to do the same for Bishop's Cleeve library. These to be set up from Monday 14<sup>th</sup> December.

**Iain's** notice of the Consultation Period will be used to alert people on the Gotherington website. **Howard** will arrange this and organise the "tidying-up" of this website. **David** will send Howard a copy of this notice.

### 3. Emails to Developers

**David** will send the agreed emails to developers on Wednesday 9<sup>th</sup> December. The format will be the same for each developer. It was agreed to suggest a 2 week window for discussions with the five developers, starting on 6th January with the Q & A session on 21st January. A suitable venue will be booked when replies are received.

### 4. Question & Answer Meetings

Two meetings will be arranged: one in the afternoon and the other in the evening. **Howard** will arrange the bookings, preferably in the Village Hall. The afternoon meeting will be in the format of an Open Day where people will be invited to look at maps and posters and ask questions of the SG. Elin Tattersall will be invited to the evening session, which will be more formal, comprising a table where, after an introductory chat, the SG (and Elin) will be seated to answer questions from the residents.

**Phil** will arrange posters to advertise both afternoon and evening events. We will require someone to take notes on questions and answers. Wine and nibbles will be available for the evening.

## 5. GNDP Finances

**Phil** pointed out that we are waiting for Kirkwells to invoice us for the Stage 3 payment of £2180.00 but we now have an extension for the grant until the end of December. He also pointed out that the invoice from GRCC for £607.00 was awaiting payment. And he thought we probably will not receive a grant for the £313.00 which had been spent.

We will receive a further £1500 from TBC as a result of our progress on our GNDP.

A figure of £3000 for the forthcoming budget from 1<sup>st</sup> April seems appropriate.

David Ward  
08/12/15

**Note!** We now know that it was not possible to book the Village Hall for the Q & A sessions on 21<sup>st</sup> January 2016, but we have now booked the Village Hall for the afternoon of 20<sup>th</sup> January and the evening session will now be held in the Rex Rhodes building. Thanks Howard and Phil.