

**Minutes of the Teversal, Stanton Hill & Skegby Neighbourhood Forum
held on October 23rd, 2014**

This meeting of the Teversal, Stanton Hill & Skegby Neighbourhood Planning Forum was held on October 23rd, 2014 at The Beeches, Beech Street, Healdswood.

Mike Vardy chaired the meeting with local Ashfield councillor Jason Zadrozny on hand to provide advice and guidance.

Each attendee introduced themselves and stated which village they were from. There were 23 attendees in total, with representatives from all three villages within the proposed Plan area.

Helen Metcalfe, an external planning consultant from Locality / Planning with People, who has been engaged to help the forum through the various stages of creating the Neighbourhood Plan, introduced herself and then briefly summarised what she had talked about at the previous meeting (September 23rd), this included the purpose, principles, format and structure of a Neighbourhood Plan, as well as the steps involved in getting a Plan agreed and approved.

The meeting moved on to discuss the proposed Plan Area with all attendees invited to review a large map of the area showing the proposed boundary. There was some strong feeling that the northern half of the Cosgrove area, as well as parts of Dalestorth Road should be included in the Plan Area. Eventually a vote was taken and the overwhelming majority were in favour of including these two areas.

Mike Vardy highlighted that the Neighbourhood Plan was not just about housing development, but also covered such topics as Employment, Retail and Open Spaces and these needed to be considered when deciding the Plan Area.

The issue of the inclusion of Fisher Close was also discussed. Mike Vardy advised that he and his wife, Sallie, had carried out a mailbox drop to every property in Fisher Close, The Sycamores and on Stoneyford Road as far as the junction with Carsic Road (as agreed at the previous meeting), and whilst there had been a relatively small number of responses, all of the responses were in favour of being part of the Plan Area. It was therefore agreed that Fisher Close, The Sycamores and Stoneyford Road (up to the junction with Carsic Road) would also fall within the Plan Area.

The next item on the agenda was the election of Officers. After some discussion and a little arm twisting, the following officers were elected:

Chairman	-	Mike Vardy
Vice Chair	-	Helen Smith
Treasurer	-	Anne Patrick
Secretary	-	Alex Clements

It was noted that each village in the Plan Area was represented by one or more Officers.

Helen Metcalfe committed to working with Mike Vardy on writing the formal letter of designation within the next three weeks, to be sent to Ashfield District Council. This would then be followed by a six weeks consultation period organised by Ashfield D.C.

Mike highlighted that we needed to continue the momentum created so far, and we needed to make a start on the initial activities even during the consultation period.

The following then volunteered to join the Management Committee, working with the Offices to create the Neighbourhood Plan:

Trish Philips, Paul Roberts, Pete Chambers, Geoff Snare, John Wolff, Jason Zadrozny, Chris Hopkinson, Kate Byrom, Rachel Williams, Lis Ried

Helen then reviewed the proposed Vision statements that had been created at the previous meeting and advised that the next step needed to be consultation activities within the Plan Area to advise residents of the existence of the Neighbourhood Forum and its objectives. She highlighted a number of ways that this could be achieved and how she could help in that process.

There was then discussion on the funding/grant that had so far been received and what options we might have for future funding. Mike Vardy and Helen Metcalfe highlighted that funding allowed the Forum to bring in external expertise to help run consultation activities, to collect evidence for the Plan and to help build key parts of the plan; and that without funding much more of this work would fall upon the shoulders of the members of the Management Committee and the Forum.

Helen highlighted that we needed to spend the current grant before the end of this calendar year. A programme of activities needs to be planned, with those activities falling within the current grant framework taking priority, so that the expenditure has been committed and spent this calendar year.

Helen also highlighted that whilst she could run all of the consultation activities herself, it would make much more sense for her to run the first session with members of the Management Committee/Forum in attendance, and for those members to then run subsequent sessions themselves - this would save money and also allow the Forum members to be in direct contact with the residents of the Plan area.

It was agreed that the Management Committee needed to meet with Helen as soon as possible to agree and plan the consultation strategy and required activities.

There was no other business and the meeting closed at 8:25pm