

Carlton Village Neighbourhood Forum (CVNF)

Meeting Minutes

March 16, 2015

Present: Darren Etherington (DE), Steve Carmody (SC), Darren Lord (DL),
Jacqueline Rooney (JR), Howard Reece (HR), Stewart Golton (SG), Peter
Ellis (PE), Mark Hughes (MH)

Apologies: None received

I. Agenda

1. Review of previous Minutes & Actions
2. Finance
3. Neighbourhood Plan Development
4. AOB
5. Next Meeting
- 6.

1) Review previous minutes and actions – The minutes were agreed. The following actions required updating;

a. Application for Forum designation from LCC - John Hall has stated that the application is going well. He has requested that we outline our boundary on a google earth map. JC has kindly updated this and it has been e-mailed back to John.

b. Residents appeal via Facebook /CVNF website for historical photographs & documents related to the village area. Justin Coley was not in attendance, however it appears that there has been no posing on the website or Facebook page. **JC** can you please add these to both?

c. Farm shop application for a coffee shop. Try to ascertain why refused. Action: DE has e-mailed Geoff from the farm shop, but he is currently on holiday. **DE** will chase again

2) Finance – Providing that the grant arrives in time DL will purchase 8 on-line neighbourhood planning seminars for a total of £415.95, these will be e-mailed directly to the following individuals: Darren Etherington, Darren Lord, Steve Carmody, Mark Hughes, Jacqueline Rooney, James Coley, Howard Reece and Joanne Kershaw.

DL – Will also see if there is any other training material on line to try and spend the balance of the £600 grant before the end of March.

DL- Is also hopeful that we will receive a further £250 grant from Outer South Housing Advisory Panel.

DL – Will resubmit application for new funding in April when new grants become available.

3) Neighbourhood Plan Development – there was a long discussion on the proposed layout of the Neighbourhood Plan document. MH provided a copy of a document prepared by Walton Neighbourhood Planning (WNP) committee (see attached pdf). It was decided that we could use this as a template for our plan.

The following points were agreed:

- a) Change the wording so that policies became 'objectives' and substitute in the relevant ones which pertain to Carlton – **MH** volunteered to do this
- b) **SC & HR** will extract the relevant data from the questionnaires already completed.
- c) **SC** will draft the Neighbourhood plan wording (the shaded area on the PDF).
- d) **HR** will produce a list of the comments from the questionnaires
- e) **MH & PE** prepare all other elements of the document.

There will be a progress review at the meeting on 20th April.

4) **AOB** – **SC** will produce documents for the notice board. **SC** will also speak to LCC reading a graduate to assist with the plan.

9) **Next Meeting** – The next meeting will be Monday 20th April at 8.15pm at the Rosebud.