

## **Wendens Ambo Neighbourhood Plan Steering Group**

**Meeting 5: 24 October 2024, 7.30pm**

### **Minutes and Actions**

Attendees: Cliff Snow, Janice Fearnley, Brian Cole, Alan Lovett, Anita Chandraker, Alistair Forbes, Richard Walford

Apologies: Kathryn Butterworth, Liz Johnson, Ann Wade

1. Minutes of the previous meeting were approved.  
Most actions have been completed. AC to check status of action 4.6 with KB.
2. Progress updates:
  - The application for Designated Area was made in August. CS had enquired about progress and was told that our application would be considered at a meeting on 24 October and that we would be informed of the outcome by 31 October. A question was raised as to whether our designated area should be extended beyond the parish boundary and whether this would be possible now the designated area application has been submitted. As part of this discussion, it was agreed that we should follow up with Newport on the status of their Neighbourhood Plan and specifically the suggestion made in June that they may propose a housing development adjacent to Rookery Lane
  - AC and CS provided an update on budget, funding application to Locality and quotes received from suppliers for Landscape Character Assessment. The next step is to seek the Parish Council's review and approval so that the funding application can be submitted
  - SG Roles and Responsibilities:
    - Since the last meeting AW has agreed to take on the role of co-ordinating communications relating to the Neighbourhood Plan and AF has agreed to be the main point of contact for conducting the Landscape Character Assessment
    - RW offered to take on the role of Finance Co-ordinator and this was agreed
    - No further candidates/volunteers for the Chair role had emerged since the last meeting. AC was asked to take this role on and agreed to chair meetings of the SG. Other SG members will support with the wider responsibilities eg representing the SG at community meetings.
3. Communications
  - The outline communications strategy developed by AW was discussed and approved
  - CS suggested that we should have a logo to 'brand' our communications and this was agreed
  - The next village communication should be targeted for December and inform the community about the upcoming LCA and HNS.
4. Review Plan / Next Steps

- CS presented the updated plan. Key priority is getting the funding application submitted so that suppliers can be engaged for the LCA and HNS and work can be completed before the end of the funding financial period (end of March).

### **Actions – Meeting 5**

- 5.1 CS to enquire if it is possible to amend the designated area submitted for approval
- 5.2 CS to speak to Simon Rowley and Neil Hargreaves's re status of Newport's NP and proposal
- 5.3 CS to find someone to design a logo for the Wendens Ambo Neighbourhood Plan project
- 5.4 AC to speak to AW regarding writing a December community update