**WORKING GROUP MINUTES**

Minutes of a meeting of the Bledlow-cum-Saunderton Neighbourhood Plan Working Group held on 12th October 2015 at the Lions, Bledlow at 8.00pm.

Present: Simon Breese (Chairman)

 Luca Guerzoni

 Derek Stone

 Andrew Sage

 Paul Castle

1. **Quorum**

The Chairman noted that a quorum was present and declared the meeting open.

1. **Saunderton AAP meeting**

Simon, Andrew and Paul had attended the meeting on 7th October at the Clare Centre and confirmed what had happened at the meeting as reported in the Bucks Free Press. Derek and Stephen Reading will attend the meeting on 14th.

1. **Volunteers**

Luca confirmed details of the people who have asked, via the web-site, to get involved in the expert group. There are 5 people. We have one applicant to help with communications, although now CIB is in the frame the help will be more on the web-site and writing newsletters. Derek and Luca will talk with the two primary candidates for the communications role. This person would potentially join the WG.

The mailing list has now grown to 40.

1. **rCOH Inception meeting**

The kick-off meetings is scheduled for 13th October. The main purpose of the meeting is to settle a realistic timetable and bottom out sources of funding. We can also talk about allocation vs non-allocation which we have been told is only relevant to sites on which it is proposed to build more than 10 houses.

1. **Visioning Workshop**

The visioning workshop will be on 9th November at 6pm. Andrew will book Bledlow Ridge Village Hall. The attendees will be the WG, Kate Fischer, Henry Shaw, Phil Irons, Lucy Murfett (to be confirmed), Charlotte Morris, and Neil Homer. Andrew will also speak with the Chiltern Society to see if they wish to send someone.

1. **Community Impact Bucks**

The WG reviewed the proposal from CIB which covers (i) the survey (printing, posting, collecting and analysing), (ii) consultation events (organising and providing collateral, display boards etc). The Consultation events would be £450 per event (4 events) and the survey would be £3,500. The WG agreed to recommend to the PC that such expenditure be approved.

Andrew will ask CIB about the lead time for helping with the survey and what other information is required if we are targeting the end of November to send the questionnaire out.

1. **Grants**

The WG will discuss this further on 13thand can ask rCOH where the areas of additional expense will be if we fast track the process. The Locality application has expired and will have to be resubmitted. WDC has already indicated that if the AAP does not go ahead there may be additional funding available from them. Paul will submit the application for a grant from Awards 4 All.

1. **Budget**

Paul has prepared a draft budget. This includes the £5,000 to cover the referendum which the PC will pay up front, but which will be refunded by WDC in the financial year following the payment. The total cost is (very) approximately £36,000 with grants of around £23,000. The costs will be lower if the need for a Strategic Environmental Assessment does not arise.

It was agreed that we would not open a separate bank account to hold the grant money.

1. **Web-site**

Luca reported that the test-site was on-line and members of the WG had reviewed it and provided comments. The WG agreed that the web-site will go live on Thursday.

The news reports about the Molins appeal and the public meeting on 7th October will be added to the Neighbourhood Planning pages after the meeting on 14th.

1. **Pre-read for November PC meeting**

The minutes of this meeting and the draft budget will be sent to the PC with their packs. No further approvals are required this month.

1. **Next Meeting**

The next meeting is scheduled for 16th November at 8pm in the Lions.

1. **Any other business**

There being no further business the Chairman declared the meeting closed at 9.30pm.

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Chairman