

SHEPTON MALLET NEIGHBOURHOOD PLAN

STEERING GROUP MEETING

Thursday, 5th June, 2014

MINUTES

Present: John Parham, Stuart Brown, Bruce Poole, Neil Shearn, Neil Watkins, Jill Weston, Karen Mercer, Greta Marsh

1. Apologies: Steve Nickerson, Anna Blackburn, Keith Pagram, Nigel Pooley
2. **Minutes from the last meeting** (4th April, 2014) were approved.
3. **Matters Arising from Minutes** – none, which will not be covered in below.
4. **Leadership of the Plan** – A replacement for Matt Day has not been found, the post was advertised but no applications were received. John made three proposals:
 - a) To-readvertise.
 - b) Appoint someone we (ie members of the committee) know. The Committee considered that Bruce Poole would be an ideal candidate to co-ordinate the Neighbourhood Plan in the future; Bruce indicated he would consider the offer once the Health Check had been completed (see point in item 5).
 - c) No-one is actually needed.

Discussion took place on these points and suggestions made. Jill made comments on what vision she saw for the town and made suggestions on what she saw the Neighbourhood Plan should include. Karen made comments on how the town could become “green”. Jill suggested more use of the Facebook page. John went on to explain what had been achieved by the Shepton 21 group, and how this related to the consultations held for the Neighbourhood Plan. Neil mentioned the adverse effect work carried out on house-building would have on the town. John suggested something to cover this point should be included in the Neighbourhood Plan. It was felt all new houses should be eco-friendly. John then called for a decision on Leadership. Stuart explained the process of writing the Plan.

5. **Response to Tender Process** – John explained only one response to have a professional plan written had been received before the deadline. This has been independently assessed and the report stated that it was of generally of poor quality and not fit for purpose. Neil had information on a professional “body” who could write the Plan. Stuart pointed out that a Health Check should be done first before any professional body is approached. It was felt Bruce could be asked to do the Health Check. Jill then asked a question on finances and grants and John explained the situation on these points.
6. **The Way Forward** – covered in above.

7. **Next Steps** – Health Check – covered in above. It was agreed to ask Navigas to submit a bid for undertaking the work on writing a Plan.
8. **Any Other Business** – none
9. **Date of next meeting** – Friday 4th July at 5.00pm in the Town Council Offices.

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