

**Minutes of a Meeting of the NP Residents Working Group**  
**Held at 19.30 Hours on Friday 7<sup>th</sup> June 2024**  
**At Collingwood, Cannons Lane, HBO**

Present: Mark Strutt (by Teams) (MS), Nicky Joshua of RCCE (NJ), Kerry Stedman (KS), Ellie Chinnery (EC), Mick Howarth (MH), Alan Fisher (AF), Jonathan Diamond (JD)

**1. Actions from Last Meeting**

3 additional volunteers had been recruited and all volunteers will be invited to the next NP Steering Group meeting, proposed to take place towards the end of this month.

We have now received 4 Landscape Character Assessments. Alan will carry out a tender analysis ready to be discussed at the next committee meeting. (AF)

Adrian Burt has provided a draft PRow survey. This will be populated by some pictures and given a final update just prior to the drafting of the Plan. A PRow plan of the parish will be sought from UDC. (MH)

Kerry has now put out a message on Facebook for clubs, societies and businesses to contact us. Alan to check on a government website which gives a list of business rate payers in each post code. (KS), (AF)

Nicky has sent us some examples of business surveys, from which we will devise our own survey.

**2. Project Plan and Budget**

A draft project plan and budget was tabled. This will be a live document, which will be updated as information becomes available, and tasks completed.

It was agreed to continue with some of the early elements of the project plan. These include:

- Establish a Draft Vision and Objectives (MH), (AF)
- Obtain Baseline Information. Mick to contact UDC (MH)
- Check out Requirements for SEA and HRA Assessments. Mick to contact UDC (MH)
- Check out employers in the parish in readiness for a survey. (AF)
- Check out clubs and societies in the parish. (KS)

The group will also start to investigate obtaining a Design Code Survey and a Site Selection Assessment. Alan will contact Locality/Aecom and also companies who carry out this work, a list of which has been provided by Rachel Hogger of Modicum Planning Limited

### 3. Response to Modicum Planning Limited

An email from Rachel of Modicum Planning Limited was circulated to the Group informing us as to her role in helping with the Plan.

Rachel requested information from us to better help her understand where we are in the process.

Following a discussion on the questions raised Alan will respond to her email. (AF)

### 4. Locality Grant Application

The Group is in process of completing an Expression of Interest form from Locality in relation of applying for grant funding.

The answers provided in the EoI were given to Nicky who agreed to talk to Jan Stobart (RCCE) about this.

### 5. RCCE Networking Event

The PC Clerk has circulated an invitation for networking event on Landscape Character Assessment, to be held on Wednesday 26<sup>th</sup> of June. Alan expressed an interest, and the Group will look to find one more interested party.

Next Working Group Meeting and venue – To be advised

Next NP Steering Group meeting and venue – To be advised, but potentially set for Thursday 27<sup>th</sup> June in the school hall.