

20181127-Notes from NP SG Meeting 27 Nov

Attendance:

Richard Carrow - Councillor and Chairman NP Steering Group
Daniela Dillon - Resident
Cliff James - Councillor
Peter Harvey - Chairman Burghclere Parish Council
Chris Saint - Treasurer Pinder Recreational Trust
Alison Stanton - Resident

Apologies:

Steve Bungay - Resident
Tony Garland - Resident
Denis Matthews - Resident
Belinda Redpath - Resident
Sharon Rendall - Resident

1. **Review.** Briefing of the Parish Council on Mon 19 Oct promoted many helpful and constructive comments. This meeting would review the subsequent amendments.
2. **Drop In Session.**
 - a. Aim. The aim of the two sessions was to update parishioners with planning to date and to get feedback.
 - b. Who.
 - 9 Dec attendance: RC, DD, CJ, PH, SR, CS & AS (TG & DM tbc)
 - 16 Dec attendance: RC, DD, CJ, CJ & CS (TG & DM tbc)
 - c. When. 1045-1300 hrs on 9 & 16 Dec. NP SG members would meet at 0930 on 9 Dec to set up the Hall.
 - d. Where. Portal Hall.
 - e. With what:
 - (1) Presentation material.
 - i. A review confirmed the running order.
 - ii. Infrastructure would be included. The paper drawn up by CJ would be trimmed to suit and the draft policy by RC on parking and traffic included for display.
 - iii. Headline font would be Helvetica Neue in 54 pt and large lower text in 34 pt. Small text would be sized to fit.
 - iv. Changes were agreed to several documents.
 - v. CJ agreed to print A3 material where needed.
 - vi. A4 papers displayed on desks would be laminated.
 - vii. RC would invite OH to draw site assessment maps for display and the reverse of the questionnaire.
 - viii. DD would invite participants to propose new/improved footpath routes using post-it notes for responses.
 - ix. More meetings between RC and lead Task Group members would be arranged to confirm material as required.
 - (2) Questionnaire. The new format was agreed; RC would make some changes to the wording.

(3) Supporting material.

- i. AS would order 5 display boards for the week. The boards would remain on display on the stage in the Portal Hall between 9 and 16 Dec. RC would mention this in future articles for publication.
- ii. CS would arrange for the Church board to be moved to the Portal Hall.
- iii. RC would ensure the supply of pens and post-it notes.

f. How.

- (1) RC confirmed the article for Dec issue of the Parish Magazine carried Drop In session details.
- (2) RC circulated the leaflet. The text was agreed with some minor changes. All agreed that the map on the reverse should show all 9 potential sites. RC would develop and issue to SG members who would distribute to households in their local area. RC will also consult BR about the design and wording.
- (3) CS undertook to put out the road signs 2-3 days before each event.
- (4) RC will add the leaflet's details to nextdoor.com.
- (5) RC asked all to pass on information about the event through word of mouth.

3. **AOB.**

- a. RC updated the SG on work undertaken by DM on the SEA and the bid for the technical grant.

4. **Next meeting.** The next NP SG meeting will be held at 1700 hours on Tue 18 Dec in the Portal Hall with the aim of reviewing the outcome of the Drop In sessions and confirming what next steps were expected.