

Notes from the meeting of Studley Neighbourhood Development Plan Steering Group (SNDP) held on Monday 14th January 2019 at 7pm in the Council Chamber, Studley Village Hall

1. Chair - P Beaman opened the meeting and updated the Group on work done so far.

Present:

Parish Cllr P Beaman (Chair)	B Berry	F Lambden
Parish Cllr N Edden (Vice Chair)	G Marshall	H Beirne
Parish Cllr A Smith	S Marchant	G Woodward
Parish Cllr M Fox	G Phillips	J Ingram
Parish Cllr C Summers	Dist Cllr J Kerridge	
Secretary Lesley Gailey		
In Attendance		

Apologies:

H Fletcher	P Hunt	
Cty Cllr C Rickhards		

2. **Agree Minutes of last meeting** - Minutes of meeting held on 1 October 2018 were unanimously approved.
Chair of Group reported the sad news that Mr Robin Jarman a member of the Group and Chair of the Environment Working Group had sadly passed away.
3. **Election of Mr M Fox**
Proposed P Beaman, seconded C Summers, voting unanimous to elect Mr M Fox to the Steering Group
4. **Update on Questionnaire responses including HNS and Business Questionnaire**
4.1 Group reviewed the Topline Responses for NP Survey and HNS.
4.2 Business survey is with SDC who are reviewing the content. The Business survey will be circulated to all businesses in Studley once finalised.
Studley in Business have agreed to send out the information to all on their mailing list to promote the survey.
5. **Moving forward and agree working arrangements**
- N Edden will review and shape appendices
 - P Hunt will be invited to take the Chair of the Environment Working Group and to arrange a meeting of the group asap
 - All groups to look at the raw data and work through the survey responses
 - All groups to start working on policies within their remit (see briefing document attached)
6. **Update on schools involvement with Logo and Cover Design**
Secretary updated group that St Mary's RC School and Studley High School had expressed an interest in the design process. F Lambden also confirmed that Studley Infants School would be interested but had not received the invitation. It was agreed that the Secretary would send further invitation and briefing note to them.
The closing date for designs to be submitted was agreed as 31 July 2019.
7. **Date of Next Meeting – 4 March 2019 at 7pm**

Meeting closed 8pm