

MINUTES OF STEERING GROUP OXSPRING VILLAGE NEIGHBOURHOOD PLAN

Tuesday 11th February, 2014

Present: Ruth Rovira (Chair), Jonathan Jordan, Cheryl Kelleher, Ann Walker,
David Greensmith, John Shepherd, Pete McLeod, Matthew Joy, Joe Roberts
(SHU Student), Ollie Nofal (SHU student) James Brown, Julia Brown, Tony Raynor,
Antony Tomlinson,

1	Apologies Sonia Hume-Dawson, Ian Yems	
2	Declaration of Interest James Brown asked that it be noted that he is in charge of finances for St Aidans Church Hall.	

<p>3</p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p>	<p>Any amendments to previous minutes and matters arising None</p> <p>Actions Arising -</p> <p>M Joy asked if we were still having problems contacting Penistone Grammar School . Chair advised that it had been impossible to make contact and that it was now too late for the 20th February Workshop. The Chair advised that there was still an opportunity for older children to get involved with the Neighbourhood Plan particularly at the 1st March event.</p> <p>David Greensmith had been able to persuade Tesco to make a contribution to our refreshments budget. Exact information to be discussed at item 5.0 on the agenda.</p> <p>John Shepherd had looked at the Dearne Media contract and he was happy with it generally, although he said that he did not have particular contractual experience. David Greensmith agreed to read the contract and make any comments back to the Chair.</p> <p>Application of Wards for All - Cheryl Kelleher had produced a briefing document for A Walker to take to the Parish Council. A Walker said that this had been done and reported back that the Parish Council would now like the NP Steering Group to complete a draft application form for the funds it would like to apply for. The Parish Council will then make a decision to support or not, based on the draft application form.</p>	<p>DG</p> <p>RRW</p>
	<p>Present and discuss revised NP programme and allocation of tasks</p> <p>The Chair discussed the new programme and explained that changes had been made to ensure that we were working in conjunction with the local planning</p>	

offices' schedule for completing the changes to their core Strategy. Copies had been sent to the local officers and our plan should now be due for completion end of 2015 beginning of 2016.

The Chair outlined the schedule including the consultation events, the students' questionnaires to the local residents etc. RRW asked the students to liaise with each of the Chairs of the three sub-groups regarding the questions that they were proposing.

Chair explained that most of the work should be completed before this summer. C Kelleher asked if we were having another meeting with Planning Aid England regarding Policy Writing. Chair confirmed that we would be meeting Mike Dando and some of his volunteers with regard to Policy Writing. Chair to agree a date with Mike Dando from Planning Aid England - suggesting sometime towards the end of March or early April before we start having to write the Policy documents.

JR/ON

RRW

A Walker confirmed that the Parish Council had agreed to host a Village Gala day on 13th July which we could possibly use as a venue for a NP event. Phase two consultation is planned in the schedule for May/June, so this does not really tie in with our plan. However, Chair noted the date.

Final plan to be submitted to Local Authority December 2014.

Promotional work starts after Christmas and this is where our film will be important. Referendum will then be November/December 2015.

JR asked when we would start to look at possible sites for new housing. RRW advised that we would commence this on March 1st

by taking feedback from village residents. Phase two consultation would use the information collected by SHU students when they do individual visits to village residents. The material they collect will be analysed. The Chair suggested that phase 2 consultation would be more focused - probably by the three sub committee groups - Economy, Environmental, and would probably take the format of breakfast meetings with different groups of people from the village.

AW

AW raised the very worrying issue of getting people in the village interested in coming to the community events. How do we get people interested and get their feedback. AW suggested additional information should go out with the publicity flyer maybe in the form of a letter to each resident. AW agreed to draft some points to sent to the Chair.

Community Events of 20th February and 1st March

Leaflet drop to every resident in Oxspring - AW to co-ordinate - group members volunteered to hand deliver. Agreed to print 600 copies in full colour.

The Chair advised that we invite Ward Councillors, adjacent Parish Council representatives and local business representatives. Posters should be displayed in local businesses i.e. Tesco, the Wagon and Horses, The Travellers, etc.

Press release - David Greensmith volunteered to put a press release together.

Suggested we talk to Ed Elliott at the Chronicle, Penistone FM, Dearne FM etc. The Chair suggested that we stress that we are still the ONLY village in Barnsley doing a NP and that Barnsley have to build 21,000 in Barnsley which could have a major impact on our village and that writing our NP

	would influence how many and where any new housing is built in Oxspring.	
	Setting up, greeting and refreshments for 1st March.	
5.0	Chair advised that Faceless will be there to set up from 9.00 a.m.. together with all their props. Discussion took place about signing in and the group agreed to look at different options for signing in and welcoming.	ASW/ DG DG
5.1	Refreshments: Cheryl Kelleher to talk to Tesco to see exactly what they will contribute to our refreshment budget.	
	Chair asked for volunteers to help with signing in etc. Chair agreed to do a rota for all the various tasks and to send it out to all volunteers.	CK
5.2	Banners and strap lines from the session they hold with the school children will be on display for comment and selection of favourite.	RRW
	A large scale map will be on display for residents to look at different housing options, shops, sites that they might want the NP to consider etc.	
	Lunchtime - Dearne Media will be facilitating the film story board. They will start drafting a story sketch for the film and any resident will be welcome to participate in this.	ASW
	Focus Group - we will be running a similar type of event to Question Time - Planning Aid will be Chairing this group and will also have our Local MP Angela Smith, Mr S Green (developer), Councillor Barnard. ASW to forward Councillor Barnard's contact details to RRW. (The Chair advised of other people who she had contacted for the Panel including two people from Sheffield Hallam University.	
	There will be two key issues:	

	<p>1. What is the best way to accommodate sustainable housing in a rural setting like Oxspring</p> <p>2. How can we open up the riverside for recreation and for other uses such as hydro energy. The audience will be able to ask questions and then the panel and the audience will come up with five options to carry forward for our NP.</p> <p>Students from Sheffield Hallam University will be undertaking the survey.</p>	
<p>6</p>	<p>Draft Questionnaire Survey</p> <p>JR discussed the questions that they would be using to illicit information from residents at the 1st March event and also when they visit residents homes. The group suggested that all questions must be open questions not closed questions.</p> <p>JR explained that they were still finalising the questionnaires before trialling. Sufficient copies will be required - ASW to get 600 copies printed prior to 1st March. The questionnaires will be posted through doors prior to the 1st March event.</p>	<p>JR/ON</p>

7	<p>Oxspring NP Draft Web page (www.Oxspringplan.org.uk) Tony Raynor (volunteer resident) introduced the draft web page.</p> <p>Site now registered with 1&1 at a cost of £43.06 for one year's subscription. Needs populating as quickly as possible. Committee members asked to look at the web site and think about what they might want to see on it. Web site will be used purely for dissemination of information. Imagery is temporary until the banner and strap line are finalised. Links to Barnsley Council's Core Strategy, the Localism Act and the Planning Act and a Plain English Guide to the Localism Act. ASW asked if we could have a link from the Parish Council web site to the NP web site. ASW to forward information to Tony regarding contact details so that he can arrange this.</p> <p>Discussed who would be the Site Administrator - currently Tony Raynor.</p>	<p>All</p> <p>ASW/TR</p>
8	<p>Application to additional funding A4A (Oxspring the Film) Discussed at point</p>	
9	<p>Update on NP Area Extension AW issued copies of a letter from Hunshelf Parish Council as a result of the meeting between Oxspring Parish Council and Hunshelf Parish council. Basically, at this stage Hunshelf would prefer to leave the situation as it is without any changes to our Neighbourhood designated boundary.</p>	

<p>10</p>	<p>Update on current Budget/ Expenditure JS updated with regard to current position. Only minor expenses incurred at this time for room bookings. Commitments: Faceless (£1595), Dearne Media group (£1000) when contractual details have been finalised, and £43.06 for web domain registration.</p>	
<p>11</p>	<p>AOB and Time/Date for Next Meeting</p>	