

**Minutes** of the meeting of The Haxby and Wigginton Neighbourhood Plan Steering Group held on Wednesday 13 April 2016 in the Recreation Hall, Wigginton, at 7.30 pm.

**PRESENT** (*clockwise from chair*)

Caroline Mulholland (Chair)	Ben Armishaw
Mike Harrison	Jason Haritou
Mary Fisher	Mark Scott
Chris Edwards	Richard Cousans
Jack Morris	Jenny Holloway
Pamela Morris	Tony Richardson
Janet White	Ian Cuthbertson
Pat Wilford	Peter Vaughan
Sandra Finch	Paul Firth (Vice Chair)
Ian Craven	David Dixon
Brenda Armishaw	Nick O'Keeffe

**APOLOGIES FOR ABSENCE**

Apologies were received from Mary Crawford, Sarah Dixon and Rex Lees.

**INTRODUCTION**

The Chairman welcomed new members and gave a brief outline of the Neighbourhood Planning process.

**MINUTES OF THE MEETING HELD ON 9 MARCH 2016**

Subject to adding apologies for Ian Cuthbertson, and noting that the chair and vice chair would alternate annually, it was agreed that the minutes of the meeting held on 9 March 2016 be confirmed as a true and accurate record.

**MATTERS ARISING**

Terms of Reference to be emailed to all members of the group. **Action: Mike Harrison**

Minutes of meetings to be put on website, prior to confirmation at the next meeting.

**Action: David Dixon**

Neighbourhood planning workshop in Leeds on 16 April; Chair to attend and feedback.

Neighbourhood Plan boundary to be agreed before next meeting. **Action: Mark Scott & Mike Harrison**

David Dixon outlined grant availability and process.

## **VISION STATEMENT / STRAP LINE**

It was agreed that the group needs a vision statement and a strapline. The vision statement will be a paragraph, with the short and memorable strapline on the lines of 'Working together to respect protect and improve Haxby and Wigginton'.

## **WORKING GROUPS**

It was agreed there would be two working groups initially – 'Infrastructure' and 'Social and Cultural'. Both groups to focus in the 1<sup>st</sup> instance on establishing the baseline information for each topic.

**Post meeting note:** Suggest that each working group appoints a spokesperson to feedback to the next NP Steering Group meeting.

Infrastructure comprises:

Green Belt  
Traffic  
Transport  
Drainage  
Parking  
Energy Efficiency  
Business Premises  
Jobs

Social and Cultural comprises:

The Environment  
Amenities  
Wildlife Conservation  
Heritage  
Sports and Recreation  
Housing

Group Members

### **Infrastructure**

Richard Cousans  
Ian Craven  
Sandra Finch  
Paul Firth  
Jason Haritou  
Mike Harrison  
Jenny Holloway  
Jack Morris  
Peter Vaughan  
Pat Wilford

### **Social and Cultural**

Ben Armishaw  
Brenda Armishaw  
Ian Cuthbertson  
David Dixon  
Chris Edwards  
Mary Fisher  
Pamela Morris  
Caroline Mulholland  
Nick O'Keeffe  
Tony Richardson  
Mark Scott  
Janet White

**(Email details attached separately)**

## **COMMUNICATIONS**

Potential forums for and methods of communication were identified:

Schools and School Fairs – What do the kids want?

Scarecrow Festival.

Local Clubs and Societies.

Oaken Grove.

The man on the no.1 omnibus.

What is the message/story/plan?

Group Members

### **Communications**

David Dixon

Caroline Mulholland

Nick O'Keeffe

Tony Richardson

## **ANY OTHER BUSINESS**

CYC Local Plan: Cllr. Cuthbertson advised that there would be a 'mini-consultation' on the land allocations within the Local Plan, expected to start within the next 5-6 weeks approximately (lasting until approx. September).

Make use of Ward Councillors.

Set up a register of interests for all those involved in the Neighbourhood Planning process.

## **DATE AND TIME OF NEXT MEETING**

The next meeting of the Steering Group will be at 7:30pm on Wednesday 25 May. The sub-groups will arrange their own meetings (through the secretary) before then, and will report progress to the Steering Group.

The meeting closed at 9.15pm

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Chair

(These minutes are displayed 'unsigned' and are subject to correction at the next Steering Group meeting.)