

# Sutton Valence Neighbourhood Plan Group

## Meeting Held 5<sup>th</sup> April 2016 7PM

**Present:** Barry Armstrong, Peter Coleman, Eve Poulter, John Davis, Eileen Riden

**Administrator:** Lorraine Cook

- 1) Apologies for absence received from Mark London, Tabatha Harriet Mills, Brian Jones
- 2) Minutes of meeting 8/3/16 agreed
- 3) Working Committee Updates:
  - a) Planning meeting to be held 7<sup>th</sup> April 2016.
  - b) Business...Business survey agreed with minor amendments,
    - PC asked for a positive question to be added i.e 'what attracted you to Sutton Valence'? BA to amend.
    - BA and LC to send out business surveys, date to be agreed.
    - Business list agreed with minor amendments - BA to amend
    - Business questions on added constraints (for businesses on boundary of Sutton Valence) agreed
    - Business letter for Delivery Organisations to Sutton Valence agreed.
  - c) Infrastructure....draft paper issued regarding Working Party details and Group list. PC to amend list of organisations.
    - Draft issued on Steering Group details and questions. PC amending and sending to Headteacher of Sutton Valence School along with covering letter.
    - It was agreed ER, BA and PC to attend meeting with Sutton Valence School to discuss issues. EP suggested to ask someone from Working Party to attend.
  - d) Roads....No more to report since last meeting, JD to update traffic flow, accidents and parking issues once housing survey carried out, draft is in progress.
  - e) Housing Survey Update...Steering Committee agreed, Questions agreed and THM to take to Working Party.
  - f) Any Other Business...PC to ask George to help with website and IT matters, to also add link onto Parish Council website.
    - BA to speak at Annual Parish Meeting.

**Next meeting Tuesday 3<sup>rd</sup> May 2016 7.30pm**