

Meeting of Steering Group,--Monday 11th April

Agenda

1. Admin. Secretary for meeting, ---record actions, (inform parish web.)
Vice Chair, appoint.

2. Terms of reference. Discuss and approve.

3. Project Timetable. View example.
Draw up our own timetable. Sub group.

4. Next 2 Steps;

a, **Community engagement.**

Sub group.

Choose date for "open day/evening".

Prepare displays, arrange "open day/evening."

Invitation to every household.

Hazel
Janet
Susan
Karen

b, **Housing survey.**

Sub group.

Prepare Questionnaire, with HDC

Distribute Questionnaire.

Collect Questionnaires.

Analyse results, with HDC

GH
Chris
Ken
Ruth

11 April 2016

7.30
18th
Hyth

5. Future Meeting dates

✓ Thu. St. Mary 7.30 → GH

MEETING OF INGLEBY ARNCLIFFE PARISH

NEIGHBOURHOOD PLANNING STEERING GROUP

11 APRIL 2016

Present: George Hunter, Ruth Eastham, Ken Jones, Sue Stephenson, Judith Temple, Clive Walley, Hazel Warhurst, Karen Wilde

1 ADMIN

Ken Jones volunteered to be vice chair

2 TERMS OF REFERENCE

This was discussed and agreed by members that the following amendments are to be made by Clive:

1c 5-10yrs

4b 12

6b 7 days

6e 5 members

10a 6 of the current membership

Where Ingleby Arncliffe mentioned to change to 'The Parish'

Hazel to get information regarding the Code of Conduct and if we need to be a sub-committee of the Parish Council

3 PROJECT TIMETABLE

Viewed by group, to be mapped out as we progress

4 NEXT 2 STEPS

A; COMMUNITY ENGAGEMENT

Sub group – Hazel, Sue, Judith, Karen

The relevant people from HDC and N YORK'S MOORS PARK will be contacted to arrange a date for an 'open day/evening. Once a date confirmed invitations will go out to households in the village

Hazel – to prepare the invitation session

Hazel and Judith – To check and see if they have any information re N P

B; HOUSING SURVEY

Sub group – George, Clive, Ruth, Ken

To meet up to look at ideas for the questionnaire 18th April 7 30pm at George's

Next meeting 5th May 7 30pm at the home of George