



Dalston Neighbourhood Plan

Steering Group Meeting

Number 3

2pm 10th October 2013 at Forge Green, Dalston

Present:

Cllr. Chris Drouet (DPC)[CD]; Cllr. Ollie Rickerby (DPC)[OR]; Ian Turnbull[IT]; Ann Byers[AB]; Liz Auld[LA]; Zoe Sutton (CCC)[ZS]; Cllr. Ronnie Auld (DPC Chairman)[RA]; Cllr Pauline Dalton (DPC)[PD]; David Wilcock[DW]

Minutes

1. Apologies;

Richard Woods (CCC)[RW]; Helen Banks [HB]; Cllr. Bryan Craig (DPC Vice Chairman) [BC]

2. Approval of Minutes;

Steering Group No2 Minutes (2pm on 11th September 2013 @ Forge Green) had been circulated and approved by those present.

ZS raised the issue of distribution of Steering Group information. It appeared that ZS and RW were not on the e-mail distribution list.

Action: CD to check this and add as necessary.

3. Appoint a Communications Officer;

Ann Byers was interested in taking up this role but didn't want the full responsibility. It was agreed after some discussion that Ann would take up the role with the assistance from CD where appropriate.

The first task would be to generate a list of contacts/consultees whose opinion would be sought when an early draft of the NP was available.

It was discussed how a website presence might be required in addition to the existing web pages. There needs to be an arrangement for Dalston Parish residents to feedback their ideas etc. to the group. It was also discussed that the use of Twitter might include younger residents and encourage them to take part in the NP process.



Dalston Neighbourhood Plan

Action: CD to send AB a guide list from another NP.

CD & AB meet with RA.

4. Progress so far – Reports by members;

David Wilcock discussed his preliminary reading of the circulated NPs from other areas with a view to environment matters.

DW suggested a walk around the Parish for all Steering group members (drive too) to put potential environment matters into perspective and ensure this section of the NP is focussed on matters within the agreed scope. (Scope is discussed in the next section).

DW raised some areas that he thought should be within his “Environment” brief;

1. River/Agriculture
2. Flooding

Liz Auld asked if she could join DW with the “Environment” brief. Agreed by all present.

DW suggested it would help facilitate writing his section of the NP if he set up a sub-committee of interested parties around the Parish. This was agreed.

Action: DW to plan a route with details of what issues were being addressed at any sites visited.
With assistance from

CD set up a date for the walk/drive around the Parish.

DW to contact:

Ian Grey; Lindsay Cowan; David Hickson; Alan Jackson; David Wood.

Ann Byers handed in some pages she had prepared for the Parish Profile part of the introduction to the NP. There was some discussion with ZS to ensure advantage had been taken of the various information websites available.

It was also discussed that this profile should include Housing – Rent / Buy percentages.

Action: to be continued by AB



Dalston Neighbourhood Plan

Ian Turnbull and Oliver Rickerby were continuing their brief of Architectural Assets but no progress to report to date.

It was suggested that a “Land Use Survey” be added to this brief. It was mentioned at the last meeting that there was a survey already in existence that could fulfil this role. This would be investigated further.

Action: to be continued by IT & OR

Ronnie Auld informed the meeting that raw traffic survey information had been circulated to all PC members in the past but would require analysis.

Focussed objectives are required to allow analysis to take place.

**Action: by all, consider what areas of traffic information are needed to be included in the NP.
Volunteer(s) needed to do this analysis when objectives are set.**

Ronnie Auld informed the meeting that he had contacted Mike Morris of The Carlisle Chamber of Commerce to seek his views towards involving local businesses in the drafting of the NP. Mike could only suggest we contacted them individually and he could supply a list of local business. However, he thought it was probably not as up to date as lists we already have.

Action: CD to identify a business list for the Parish and send it to AB for future use.

Ann Byers informed the meeting that she received a favourable response from the Head Teacher at St. Michaels Primary school and they would be producing a “Wishes and Feelings” project about Dalston Parish for inclusion in the NP.

Action: AB to receive this school project when available.



Dalston Neighbourhood Plan

5. Goals & Objectives

Discussion followed using the draft G&O documents circulated.

Amended G&O documents attached.

Please read carefully and send to CD any amendments or additions you might want using “strike out” for removal and highlight for additions. Before returning a document to CD please rename and save it with your initial, version number and date in reverse at the end, i.e. DNP-Goals & Objectives CJDv1.020131017.doc.

Actions: All, to consider attached documents and return with any additions/amendments as detailed above.

6. AOB

There was some concern that not all of the Parish was represented on the Steering Group so it was agreed to expand membership by inviting the following;

Tony Furniss (Raughton Head) asked by **AB**

Phil Miley (Cardewlees) asked by **AB**

Linda Withers asked by **AB**

Jonathan Coulthard asked by **DW**

Jill Faux asked by **PD**

It was also noted that from time to time, additional personnel would be co-opted for specific consultation as required.

Action: As highlighted.

Date of the next meeting:

14.00 – 17.00 on Tuesday 19th November 2013 @ Forge Green

This date was chosen as the most likely to be convenient to all members so please make every effort to attend.

Attachments:

- **DNP-Goals & Objectives CJD1.020131017.doc** Steering Group Meeting No 3 - Minutes