

Longden Parish Council Neighbourhood Plan Steering Group

Meeting 3 – 3rd July 2023 Tankerville Arms, Longden from 7:30pm

Agenda

1. Present and apologies –
 - a. Present - P Arnold, Chair; C Higgins, Parish Clerk, P Carter, K Lovegrove, R Evans, R Prince, S & J Loader, J & J Lovegrove
 - b. Apologies – J & J Hill, E Pierce-Jenkins, H Kent
2. Minutes of meeting held 5th June 2023 – Agreed to redact paragraph on site assessment due to commercial confidentiality. All other minutes agreed as accurate record.
3. Locality Grant Application – Housing Needs Assessment is out of date, (2018) and had a low response rate. Shropshire Council would currently use Homepoint registrations to assess need for affordable homes, but this would be unlikely to reflect hidden demand as registration is limited to those in specific circumstances. They recommend the Housing Needs Assessment be repeated. **It was agreed to request a new Housing Needs Assessment (Action – C Higgins). It was also agreed to ask whether the steering group can have an input into the questions included.**
4. Identification of Stakeholder groups and how to approach them – A list of local businesses and contact details had been provided, which K Lovegrove offered to check is up to date. **Action K Lovegrove.**
5. Development of Action Plan – It was agreed that the most important starting point was to identify those issues that are important to the community. What do they like/ dislike about life in Longden parish? What would they like to see change, (if anything). It was agreed that all group members submit their initial thoughts on the key issues and themes which can be used to formulate a draft questionnaire.
It was agreed to review the questionnaires used for the 2010 and 2017 Parish Plans which could be used as a starting point. Collation of existing data – establish working party to review and update. **(Action P Arnold – find original questionnaires)**
The questionnaire could be divided into sections (environmental, housing, traffic, amenities, community buildings) etc
6. Publicity & Awareness Raising – Budget costs
 - a. Printing costs for physical flyers – 500 flyers (printed both sides) - £69.00
 - b. Pull up banner cost - £82 & VAT - can be reused
 - c. Public meetings – room hire and stationery costs – currently meeting in pub at no cost. P Arnold to man a stall at the Classic Car Show on 10th July and to attend the dog show at the village hall in September to raise awareness of the Neighbourhood Plan and seek comments about the key issues.

It was agreed to print banner and leaflets in time for distribution at the Classic Car Show on Sunday – general questions to be added to the leaflet to give an idea of the issues being discussed.

7. Next meeting – 7th August 7:30pm – Tankerville Arms