

Minutes of Redgrave Neighbourhood Plan Steering Group Meeting

Held on Thursday 4 April 2019 at 2 Rectory Green, Redgrave

Those attending: Charley Denmark, Chris Giddings, John Giddings, Jon Huckle, Shirley Shepherd, Janet McGill

1. Logo competition

Chris has handed over 30 flyers for the school bus children. Charley will distribute flyers to any children who do not get the bus. Janet will give one to Darren's children and RoseMarie's child.

2. Consultants

Jon will remind the two consultants he has contacted that he needs a quote urgently. A quote has been received from Ian Poole. This is on One Drive.

3. Llanover Estates

Charley and Jon are planning to have a conference call or Skype Suzie Phillips at her convenience. She has indicated to Charley that she would be happy to talk. Charley will contact her again and find out when she is available.

4. Migration of Dropbox to One Drive

Shirley has now completed this. We will invite all Forum members to access One Drive as a replacement to Dropbox. At the next working forum meeting there will be a training session on how to use OneDrive. All agendas and minutes will now go on to OneDrive after being checked first by group members.

5. Gmail account for Redgrave NP

This is up and running.

6. Reply from Jamie Cleaver

Jamie is happy to help out with RNP. Chris will put his details on the working forum list on OneDrive (with his approval under GDPR). He should be particularly helpful with involving younger members of the village.

7. Expression of Interest Form

The system for creating this form has closed until mid April. As soon as it opens again Shirley will complete it on John's behalf (it has to be submitted by a Parish Councillor). Shirley pointed out that a major part is completing a form for Green Spaces. Shirley will put a booklet she has on OneDrive for all to read. She suggested Kate and Brian (of the working forum) might be happy to walk around the village and identify green spaces in the village, commenting on their amenity, scenic or other value to the village.

8. Any Other Business

It was suggested that Actions should be listed at the bottom of the Minutes for easy reading.

Chris will put the approved Minutes on the website after each meeting.

Shirley suggested registering for a 30 day free trial with Parish Online. This was agreed. Leeann has confirmed that we are not already registered.

Charley pointed out that Minutes should be signed as a true reflection of the content of the meeting. This will be done from the next meeting.

Actions

Charley to distribute fliers to non school bus children

Charley to contact Suzie Phillips to find out availability for a conference call/Skype

Janet to distribute fliers to Darren and RoseMarie's children

Janet to distribute minutes for checking before putting on OneDrive

Janet to put Actions at the bottom of the Minutes

Janet to make sure previous Minutes are signed by Chairperson at each meeting.

Jon to contact consultants and express urgency for their plan and costs.

Shirley to complete EOI form once the portal opens.

Shirley to put Green Spaces booklet on OneDrive

Shirley to register with Parish Online for the 30 day trial.

Chris to put Jamie Cleaver's details on to OneDrive.

John will scan the existing Housing Survey and post it on OneDrive.

All to study Ian Pooles' quotation.

All to organise training session on OneDrive for the next working forum meeting.

The next meeting of the Steering Group will be on Monday 29 April at 7.30 at 2 Rectory Green.