



Easton Neighbourhood Plan

STEERING COMMITTEE MEETING

THURSDAY 22nd FEBRUARY 2018 – 2.00pm- The Studio, Stud Farm

1 **Welcome** – the new members of the committee were welcomed

2 **Present** Sue Piggott – Chair
John Townsend
Brian Boon
Frances Gander
Mark Bailey
Chris Neil
Charles Pollock

Apologies: Jill Temperton
Ian Poole – Places4People
Carolyn Godfrey-Hollins

3 **Declarations of Interest**

Brian Boon – neighbouring and close to site 463 and 404
Mark Bailey – neighbouring site 740

4 **The Minutes** of the meeting held on 11th January 2018 were Agreed and Signed

5 **Report on Actions Following Last Meeting**

- The Launch Event on January 21st ran smoothly. The attendance of nearly 70 people represented almost a third of the village. The Event served as a positive community engagement exercise. Sound information could not be gathered from the interactive boards due to mis-understandings in the correct use of the indicators that were provided.
- Sue has made contact with a local caterer for the summer consultation event on July 21st and hopes to have the appointment confirmed and in place to ensure catering for the day.
- The Village Hall is booked for Saturday July 21st.
- Following consultations and meetings with three Market Research Agencies willing to data analyse the Questionnaire, the most suitable has been appointed – the company is called Fieldworks Assistance and has worked for Neighbourhood Plans before.
- The Questionnaire in its draft form was sent to Fieldwork Assistance and Ian Poole, the requirements that Fieldworks Assistance needed to fit their data analysis methods were taken on board, it meant offering a greater choice of answering to 5, and slightly re-wording the questions but the same meaning has remained, any confusions were addressed too. As soon as the Questionnaire reached the final draft, Sue got it to the Printers, once printed Sue then delivered them to Fram. Tech Centre services to mail out.
- Sue followed up SCC Archaeological services - having lodged via the Parish Council that the Hopkins Development archaeological survey dig results be provided and presented to the community. The dig extended over many weeks. SCC Arch. services had registered that the village required a Public Outreach exercise, something the developers are expected to facilitate. It appears that it was not until just before the end of last year that SCC Arch. services signed off the survey. Sue has continued to chase up SCC Arch. services, because the NP summer consultation is being organised, she suggested to them that they provide the Public Outreach at our NP summer event, and they have

accepted. SCC have offered to display a finds table of the most significant objects, and give a short visual presentation covering the whole exercise, they have been given the date and booked it in, they will have a SCC rep to man the stand for the day.

- Brian reported that he is working on material and progressing information that can be displayed at the summer consultation event to detail the Historic legacy that the village has with regard to the Hamilton family also the Estate details, including the buildings and countryside in the village and parish. The National museum of Scotland will provide a copyright licence for £20 and will allow free reproduction rights in light of the value for recording and heritage preservation for the village. Brian will be sent a video of the Tazza, the goblet that 12th Duke of Hamilton sold towards paying his debts, and was bought by a member of the Rothschild family.

6 Easton Landscape Character Assessment – Agree March Date

The dates that Ian Poole offered for the Landscape Character Assessment workshop were considered, Saturday March 17th was unanimously agreed. Sue will confirm this with Ian Poole and book the Village Hall. It was agreed that Sue gets greater detail for the format of the day from Ian Poole, and that a notice be put on the PC website and notice board inviting volunteers to join the day. **SP**

7 Collection of Questionnaires

The list of properties and streets were considered, members and volunteer’s names marked on the list so that each property was covered by a collector. It was agreed that collection should start on March 9th. Fieldworks Assistance is expecting to receive the Questionnaires some time week commencing March 19th when Sue will deliver all the Questionnaires in their sealed envelopes.

8 Items for Next Agenda

- Questionnaire Progress
- SEA relevance – Landscape and Character Assessment Progress
- Heritage highlights the unique character of a place – Policy inclusion
- AECOM – Site Assessment timetable

11 Date of Next Meeting – Thursday 29th March

Meeting closed 3.15pm

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Chair

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Date