

**Minutes of the Sileby Neighbourhood Plan Advisory Committee Meeting
held on Thursday 25th May 2017 at 7.00pm at
Sileby Community Centre, High Street, Sileby, Leicestershire**

PRESENT

Mr G Kirk – Yourlocale	Mrs L Jones
Councillor Mrs E Astill – Sileby Parish Council	Mr A Crawley
Councillor Miss E Compson – Sileby Parish Council	Mr P Crawley
Mr S Dalby	Mrs V Marriot
Ms S Mastericks	Mr P Small
Mr P Astill	

IN ATTENDANCE

Mrs K Khan

020/17 **WELCOMES AND APOLOGIES**

Councillor Miss E Compson welcomed everyone to the meeting.
Councillor Mrs E Astill gave apologies from Councillor Mr J Frost.
Councillor Miss E Compson explained that Mrs R Richardson was unable to attend as minute taker due to ill health.
RESOLVED Councillor Mrs E Astill was minute taker for the meeting.

021/17 **DECLARATIONS OF INTEREST**

Existing declarations remain.

022/17 **APPROVAL OF THE MINUTES**

RESOLVED to amend item 014/17 to ‘was credited to the PC account’ and subject to this to approve the minutes of the Advisory Committee Meeting held on Thursday 25th April 2017.
The Action Status Report was reviewed. This will be updated and posted on the Member’s Area of the Sileby Parish Council website.

Signed Codes of Conduct were collected to be deposited with the Clerk of the Parish Council, and arrangements made for additional copies for committee members who required them. (018/17)

023/17 **FUNDING**

It was confirmed that the first grant from the Community Rights Programme Team funded by the Department for Communities and Local Government, for £5050 had been credited to the Parish Account.
A payment by cheque was made to Mr G Kirk, (your locale) for his work to date.
RESOLVED To start the application for The Awards For All grant. Mr G Kirk to complete the narrative element of the application and forward application to Parish Clerk for financial details to be completed.

Mr P Small requested that some funding be allocated for advanced traffic surveys.

Mr S Dalby suggested Your Shire Funds may be available and agreed to investigate this further.

024/17

VISIONING EXERCISE

After a lengthy discussion of the draft Vision Exercise it was **RESOLVED** that Mr G Kirk would amend the conclusions and circulate by email and the revised draft would be presented for approval at the next meeting. It was noted that other suggestions for the standpoints for future development would be kept in mind.

VISION STATEMENT

Mr P Small presented an outline of the thoughts of the working group for a Vision Statement for Sileby. Following a discussion of the scope of the vision statement it was **RESOLVED** for the working group (PS, VM, KK,) to meet and prepare a revised draft vision statement to the next meeting on 29th June 2017.

025/17

NEXT STEPS

QUESTIONNAIRE

Mr S Dalby presented the thoughts of the working group on the format and types of questionnaire to be used. It was **RESOLVED** to set up a Questionnaire working group (JF, LJ, SD, PA) to meet and prepare draft short and long questionnaires, to investigate further the use of tablets for 'out and about' surveys to capture young and older residents and to prepare a promotional article for inclusion in the next issue of Talk @ Sileby (ed. deadline of June 30th, 2017).

LOGO

Ms S Mastericks presented a selection of logo designs prepared by Year Six Pupils from Highgate School. Redlands School did not respond to the email invitation for logo artwork. After viewing all the designs it was **RESOLVED** to select one design to be worked on by Ms S Mastericks to provide the promotional graphic for Sileby Neighbourhood Plan. In acknowledgement of the excellent quality of the artwork it was **RESOLVED** to include all the work in the Neighbourhood Plan Open Event and additional pictures throughout the document and to write and thank Highgate School and their year six pupils.

COMMUNICATION

RESOLVED to email members details of Google Drive.

OPEN EVENT

It was **RESOLVED** that time constraints prevented an open event being held in conjunction with Sileby Gala on June 17th.

026/17 **PROGRAMME**

Draft programme available to view on Members Area of website.

027/17 **ANY OTHER BUSINESS**

Councillor Miss E Compson advised that the Clerk's office were unable to provide minute taking services for future meetings and efforts were being made to recruit a replacement minute taker.

It was noted that the Clerk's office remain fully involved in provision of clerical and admin support for the Neighbourhood Plan

028/17 **DATES OF NEXT MEETING**

Thursday June 29th, 2017.

RESOLVED to hold meetings on the last Thursday of the month.

MEETING CLOSED AT 9:15pm.