

**Minutes of the Acomb Neighbourhood Plan Steering Group Meeting held in
Acomb Village Hall on Tuesday 11th April 2017 at 6.30pm**

- 1. Present:** Norman Robson (Local Resident/Steering Group Acting Chair)
Lorna Farr (Acomb Parish Council/Action 4 Acomb)
Charles Enderby (Chairman, Acomb Parish Council)
Barry Knott (Local Resident)
Matilda Bevan (Local Resident/Minutes Secretary)

- Invited guests:** David English (Strategic Planning and Housing, NCC)
Bill Grigg (Clerk to Acomb Parish Council and Steering Group
Secretary/Treasurer)

- 2. Apologies:** Jane Wrigley (Steering Group Chair), Sybil Gill (Acomb Parish
Council), Jenny Ludman (Independent Planning Consultant), whose
attendance was not requested.

- 3. Minutes of the last meeting held on Tuesday 21st March 2017**
were approved. The actions have been carried out.
Today's monthly meeting date has been brought forward to allow
time before the Publicity Event.

- 4. Preparations for the Publicity Event on 22nd April:**
Posters are being distributed at Village Hall and pubs.
A Notice will appear in Hexham Courant on 21st
WI refreshments – a cheque for £50 will be given to the WI on the day.
Display materials: Vision + 6 Objectives on A1 sheets. A1 posters to be
displayed on 2 A4A stands.
6 posters to include Map on 2 NP stands.
Peter Rodger supplying posters next week.
Norman will buy PostIt notes for comment capture.
Name Labels will be there for Jane, Charles, Bill, Lorna and Norman, SG
Members who are able to attend.

- 5. Questionnaire results:**
Norman has collected 23 up to the time of this meeting, and is collated submitted
Comments into a document; almost all of these are positive affirmations of the
Vision, Objectives and Questionnaire presentation.
599 households and businesses had questionnaires delivered, 604 were finally
delivered to include those householders who wished to be treated individually.

- 6. Next NP Meeting on 9th May**
Jane Wrigley to Chair the meeting. It is advisable to invite Jenny Ludman to
attend, to lead us towards making policies from the documentation and analysis of
Publicity Event.

It was agreed to use time during this meeting to complete the upcoming Agenda
Item of listing captured comments from the public into categories and themes.

Action: Prior to 9th May, each member of SG is asked to familiarize themselves

with the comments, in preparation for identifying the categories and themes, bearing in mind the Purpose of the questionnaire is to gage what people think about our Objectives and Vision.

David English pointed out that public comments are opinions, not evidence to justify policies.

If 10% of questionnaires are returned, 90% are not represented, so that the results cannot be said to definitively reveal Acomb opinion.

David English will bring Chris Anderson, formerly of Planning Aid, to the Meeting.

7. Our Next Stage:

Plan drafted: “we want policies that cover x and x...”

- then collect evidence for those.

8. Lorna to draft a letter of thanks to 26 volunteers excluding committee members who delivered questionnaires, signed by Steering Group Chair and Charles Enderby.

9. Norman has been nominated to Chair the Steering Group once Jane has stepped down although this will not become official until after the next Parish Council meeting. Rachel is to be asked to change an error on the website that shows Norman as Chair.

10. Allotments:

Existing allotments are on land owned by the Hermitage Estate.

Further discussion on incorporation of allotment provision in our policies can be made once public comments on this have been analysed.

11. The meeting closed at 7.10pm

