**Market Drayton Neighbourhood Plan Steering Group Meeting Notes**

**Date of Meeting:**Wednesday 21st October 2015

**Venue:**Town Council Offices

**Attendees:** Richard Priestley (Chair), Cllr Roger Hughes, Peter Wilson, Hamish Armytage (Drayton Messenger), Roy Tydeman (Adderley & Norton in Hales PC), Nicola Fisher, Cllr Lee Ridgway, Julie Jones (Town Clerk), John Knight (Loggerheads PC), Chris Gooding (Data Orchard), Melanie Joyce (Adderley Parish Clerk, Chair Morton Say PC), Cllr Paul Wynn (Shropshire Council)

**Apologies:** Cllr David Minnery, Alistair Duncan (Halletec)

**Matters arising from previous meeting notes:**

**RT Cllr Tydeman** stated that he did not feel that the concerns he had raised and the reply received at the previous meeting regarding any potential parish boundary changes was satisfactory. **Cllr Hughes** and **Julie Jones** both apologised on behalf of MDTC for the oversight that had occurred with regards to the necessary protocol on dealing with this issue, but that there was no intention to deceive. Discussions had since taken place between MDTC and the parishes to try and resolve the issue.

Cllr Tydeman left the meeting at this stage advising that he did not wish to continue in membership of this group.

**MJ** Agreed with **RT** that the matter needed to be resolved.

**RP** The Chairman proposed and it was agreed that this matter should be resolved outside of the Steering Group. Action RH/JJ

**Neighbourhood Plan Survey**

**RP**The primary task for this meeting was to dot I’S and cross T’S of version 2 of the Neighbourhood Plan Survey. Version 2 had taken into account comments/proposed amendments submitted by members of the Group following a review ofversion1.

This would be the final opportunity to implement any changes before handover to the printers.

**HA**Confirmed that the Survey would consist of 16 pages in monochrome stapled inside the Drayton Messenger as a pull-out that could be folded in half and would include a freepost envelope for returning to the Town Council. All homes (15, 500) in the TF9 and CW3 postal code areas would receive a copy of the Drayton Messenger. **HA** requested the final version of the Survey be submitted with amendments to him by no later than 5.00pm the following day. Target for delivery to Royal Mail was 6th November for packing and for delivery to commence 16th November and to be completed by 21st November.

**RP/MJ** Proposed that an editorial be included with a simple message from the Town Council (the Mayor?) to the general population explaining the reasons for the Survey. A strong strapline on the front cover of the Messenger would also help raise awareness (**HA** to review).

**CG** The Group were then guided through version2 of the Survey page by page with any comments noted and discussed and if agreed, recorded as amendments for the final version of the Survey.

Once all pages had been reviewed, the Chairman requested that PW formally notify CG of the changes requested as a matter of urgency. The target for Data Orchard was to submit the final version as agreed from this meeting to the Town Clerk for sign off no later than the afternoon of the following day (22nd October)

**PW** tasked to seek clarification from **AD** with regards to land availability for Marina Development as a matter of urgency.

**NF** A request had been received from Shropshire Council Public Health officers to include 6 health related questions but the Group deemed they were not appropriate for this Survey. It was suggested that the next issue of the Drayton Messenger would provide an opportunity to ask these questions. NF agreed to relay this back to Public Health.

**RP** Chairman thanked all for their input before closing the meeting.

**Date of next meeting:**

**tbc for early in the New Year – main item for the agenda is to review the draft style and format of the report to be prepared for the Council following the analysis of the Neighbourhood Plan survey**