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

**Date of Meeting:**Wednesday 7th October 2015

**Venue:**Town Council Offices

**Attendees:** Richard Priestley (Chair), Cllr Roger Hughes, Peter Wilson, Alastair Duncan (Halletec), Hamish Armytage (Drayton Messenger), Roy Tydeman (Adderley & Norton in Hales PC), Nicola Fisher, Cllr Lee Ridgway

**Apologies:** Julie Jones, John Knight (Loggerheads PC), Chris Gooding (Data Orchard)

**Matters arising from previous meeting notes:**

None

**Outcome of 9th September Pre-consultation Event (NF)**

Rough Analysis as circulated from both Market Stall engagement conversations and Festival Drayton post it notes. Well supported by Sue/Nicky (Wem/Whitchurch CEO’S) and Councillors.

Hardest to engage with 25-45 age group

Held on Market Day, focus very much on the market and shopping, type of shops, brand names.

Nothing new identified over and above topics already identified.

Newer residents more open and engaged, long term residents tend to just complain! Past radio interviews also confirmed this was generally the case.

Stand with banner looked good on the day. Upstairs location in Festival Drayton was not ideal.

**Business Questionnaire (PW)**

Only 3 responses received (2 on-line) by 30th September deadline. Targeted approaches made to businesses since deadline and will also be made through potential new Market Drayton business group.

**Household Survey/Questionnaire**

Timeline for distribution in messenger:

21st October latest – confirm instruction with Royal Mail and agree contract

30th October – Questionnaire to HA for uploading ready for print by 5th November

12th/13th November – Questionnaire in Messenger

23rd November – Royal Mail distribution commences

Design of Questionnaire:

Preference 8 pages max and to include intro and what happens next (HA to include text in Messenger and advise of free post return to MDTC, collection points and also on-line survey monkey option)

Meeting agreed to continue with 4 themes, Economy, Community, Environment & Infrastructure

**RH/PW** advised that work was well underway on draft questions gathered from best practice questionnaires used elsewhere and in-line with the aims and objectives of the SG but also welcomed any other contributions from the SG members prior to a design meeting with Data Orchard on Tuesday 13th October.

**AD** suggested including a Town Safeguarding Quality of Design Guide similar to as produced by Stone & Knutsford.

Proposed Timescale for production of Questionnaire:

Tuesday 13th October – Data Orchard meet with RH, PW, NF to review proposed questions

Tuesday 20th October – Data Orchard first draft of design submitted to Town Council

Wednesday 21st October – First draft submitted to Steering Group for approval/amendments

Tuesday 27th October – Final version submitted to Town Council for full approval

**AOB**

**NF** advised Shropshire Housing Group to support and produce ‘Neighbourhood Plans’ hence important that confusion is avoided.

**NF** proposed at some point in the near future that an update of the actions in the Town Plan be produced as this would cover many issues raised at the pre-consultation event.

**RT** Cllr Tydeman asked for clarification on whether Market Drayton Town Council had proposed changes to the parish boundaries in respect of those parishes involved in the Neighbourhood planning process. Cllr Hughes indicated that the position would subsequently be affirmed.

**Date of next meeting:**

**Wednesday 21st October 12.00pm at the Town Council Offices**