

Minutes of Meeting of Village Design Statement Group held on 29th April 8pm.

1 Present Yvonne Childs, Mike Cobbe, Nick Ellison, Chris Freeman, Diane Hayes, Richard Marsh (Chairman), John Mott, Dave Rees, Viv Rees

2 Apologies Mary Worthington

3 The group discussed the email they had received from a village resident and it was confirmed that it is not the role of the VDS to support, or oppose, specific planning applications.

4 There was a discussion about the definition of open spaces. NE reported that there is a checklist available and he volunteered to go through the draft document and check out the list of open spaces against the definition.

5 The main agenda item was the arrangements for the open village meeting on 16th May.

- In order to publicise the event it was agreed that a flyer will be produced and delivered to each house in the village over the weekend of 9/10 May. The flyers will have a space for comment so that people who cannot attend the Open Meeting can add their views and return them to RM or any other member of the group. (good idea to have a box in the shop?) In addition a poster will be put on the village noticeboard and information on the village website. It was also agreed that information will be displayed in the Village Hall on 7th May when the Village Hall is operating as a Polling Station. VR agreed to produce the flyers and posters and to organise distribution and display. Members volunteered to help with distribution in support of MW and Sally Marsh. VR also volunteered to provide a suggestions box for use in the Hall on the day.
- On the day itself the Hall is available from 11am with the event scheduled from 2pm to 4pm. The timetable agreed will be for RM to do an introductory talk with a power point presentation from about 2.15. This will show images from the 1999 VDS, text from the latest version, and photographs. This will last about 20 mins and will be followed by a Q & A session. After that RM (at approx. 3pm) will lead a tour of the village stopping at key points. Some members of the group will remain behind in the Village Hall in case of latecomers. All comments and questions will be recorded. Comment from DH - I will do this.
- VR is providing display boards to be used at the event, there are 2 table top stands and a large floor standing display board. It was agreed that the latter will display a map of the area covered by the VDS with relevant photos arranged round the map. RM will produce the map and RM and CF will add the photos.
- A list of the open spaces will be displayed with visitors invited to comment

- The latest version of the guidelines will be displayed. RM agreed to send this to members for comment.
- MW and DH will coordinate refreshments, catering for 20-30. YC volunteered to provide a cake and some tea bags.

6 RM reported that he has incorporated most of NE's comments into the revised VDS and that it needs pruning and editing. RM agreed to send it to members.

7 Summary of actions for the Open Meeting

- RM to produce map
- RM and CF to add photos
- VR to produce poster for notice board, for Polling Station, and info for website.
- VR to produce flyers and coordinate distribution. Volunteers include MC High St and Scott Close, DH West Haddon Rd and East Haddon Rd, YC will deliver some as will MW, RM and Sally Marsh.
- VR to produce name badges and suggestion box.
- NE to do list of open spaces.
- RM to extract sections of text for display.
- RM to produce list of guidelines for display.
- MW and DH to sort out refreshments with the help of YC and CF.
- NE will look at natural environment section and species list.

8 The next meeting of the group will be on Tuesday 19th May at 8pm at The Studio Manor View, thanks again to Viv and Dave.