

## **Marden Parish Council**

Neighbourhood Development Plan Steering Group Meeting on  
Wednesday 22 October 2014 at 19.30 in the Community Centre

### **Notes of the Meeting**

**Present:** Michael Parkes (Chairman), David Bennett, Robin Brook, Arthur Fraser, Sandra Gladwyn, Jon Stannard and Bill Wright.

**In attendance:** Alison Sutton Parish Clerk.

1. **Apologies** – John Roberts, Nick Webster.
2. **Consideration of last draft** – 2<sup>nd</sup> Draft 1<sup>st</sup> Edit 10.10.14.  
The draft was considered and further amendments were made. Clerk will change colour scheme for light yellow background and amend front and back covers.  
Arthur will ask permission to use website photo on front cover – ***Update, permission granted.***  
Clerk to check with Kirkwells whether in M1 policy 'Appropriate and safe access can be achieved' has a definition in planning terms.
3. **Consideration of where Call to Sites can be put up and finalise paperwork** –  
Site Submission and Site Assessment forms as previously agreed – Clerk will request Kirkwells to remove Ramsar sites from assessment form.  
Call for sites as previously agreed.  
Community consultation form agreed as the last draft to be circulated. Clerk will now send to News & Views for publishing.  
Discussion of revised Site Scoring Form sent today by Kirkwells. Decided that wish Marden last amended version to be used instead. Clerk to advise Kirkwells and ask for issues of landscape to be noted in their report.  
Agreed Call for Sites will be put on all notice boards, Robin's drive, bus shelter at Frankland's Corner, website, N&V and 8 or so anywhere else that able to within parish.  
All SG members will publicise the Consultation and encourage participation.
4. **Open forum** – Clerk pointed out that need a Letter to Businesses, Clerk will draft and start list of businesses for next meeting.
5. **Date of next meeting** – Wednesday 5 November 2014 at 19.30 in the Community Centre.  
Dates for next year set for 7 and 21 January. Aim for Parish Council to sign off Draft on 12 January.  
Date for Open Events set Saturday 24 January 10-4 and Sunday 1 February 10-4. Start formal 6-week consultation on 24 January 2015.

Alison Sutton – Parish Clerk  
7 John Davies Place, Westcroft, Leominster, Herefordshire HR6 8JD  
Tel: 07789 322771. Email: mardenclerk@gmail.com