

BROAD HINTON, WINTERBOURNE BASSETT AND UFFCOTT NEIGHBOURHOOD PLANNING STEERING GROUP MEETING

Sunday 13th February 2022, 15:00 – 17:00
Broad Hinton Village Hall

MINUTES

Present:

Cllr Alex LaRoche (ALR) (Chairman)
Cllr Adam Gilmore (AG) (Secretary)
Cllr Damian Le Gresley (DLG) (Treasurer)
Ade Rudler (AR)
Alex Stevenson (AST)
Chris Wilson (CW)
Claire Stiles (CS)
Ian Ashford (IA)
Peter Barry (PB)
Sian Holt (SH)
Tammy Beach (TB)
Cllr Tony Iles (TI)
Cllr Allison Bucknell (AB)

Apologies:

Adrian Smith (ASM)
James Gates (JG)
James Hussey (JH)
James Keith (JK)
Kate Marshall (KM)
Paul Huggins (PH)
Peter Cole (PC)
Rose Barclay (RB)
Tristan Norman (TN)

1. Introduction, apologies for absence, declaration of interests; quorate declaration.

ALR welcomed all to the meeting and requested any declarations of interest, there were none.

The meeting was not quorate.

JK resigned from the Steering Group as he could not commit the time.

2. Minutes of the Meeting held on Sunday 30th January 2022

The meeting agreed that the minutes that were circulated were correct.

3. Appointments – election of a chairperson

As the meeting was not quorate, we were unable to elect a new chairperson.

ACTION: AG – add election of chairperson to the next meeting agenda

4. SWOT analysis

The meeting divided into three groups, one per village. As there was no representatives from Uffcott, AG and AB represented Uffcott. Each group spent 45 mins identifying Strengths, Weaknesses, Opportunity, Threats for each village. Kate Marshall provided her analysis before the meeting, so this was included in the BH group.

Each group then presented their analysis to the meeting.

ACTION: AG – write up and share the SWOT analysis

4. Goals

The meeting discussed what the next set of goals and actions should be for the group.

AG suggested that we should research the key themes from the SWOT analysis and get evidence to support them.

ACTION: AG – share the document with information sources he has collated

It was generally thought that each village should get together over Zoom/Teams in the next week or two, to discuss who would focus on which research themes. PB and DLG offered to assist if people want to use the PC Teams account for this.

AB suggested that we find ways to make each of the village groups more aware of the neighbourhood area, perhaps doing some guided tours.

AST suggested that we should produce a Fact Sheet to provide key pieces of information to help residents complete the questionnaire we will produce.

AG read back what he thought the meeting was suggesting for the goals and next steps.

1. Research – carry out research into the key themes from the SWOT analysis
2. Fact Sheet – decide on the key pieces of information needed to help residents with the questionnaire
3. Questionnaire – design, distribute, collate and analyse the questionnaire
4. Village Meeting – present our findings back to the residents

ACTION: AG – add the proposed goals to the next meeting agenda for approval

5. AOB

The meeting discussed whether Sunday afternoon was the best time for the monthly meeting. Preferred options were Thursday evening, or Sunday afternoon. As the meeting was not quorate, AG took an action to poll the Steering Group members.

ACTION: AG – poll the Steering Group for preferred days, and whether in-person or online.

ALR asked if there was any other business.

There being no further business, the Meeting closed at 17:15.