

# **Pool-in-Wharfedale Neighbourhood Plan Steering Group**

## **Minutes of the meeting Monday 3<sup>rd</sup> June, 2019 – Pool Memorial Village Hall**

**Present:** Alexa Ruppertsberg (chair), Ailsa Bearpark, Jo Rowling, Barbara Wheeler, John Porter, Nicola Griffin, Barry Anderson

**Apologies:** Jeremy Griffin

**Note taker:** Nicola Griffin

**Minutes of the last Meeting,** 20<sup>th</sup> May 2019, approved.

### **Website:**

Website has now been updated and JR continues to pass on information and documents to John Ryan.

### **Actions:**

JP to contact Jim at the Wharfedale Observer to request copies of past press releases regarding our engagement events.

JR to pass this list to AR who will ask Mike Dando to check if everything on website that needs to be.

**Monkey Survey** has been suspended for now as it is planned to hold the consultation from September to October.

### **Actions:**

JR to work with JG on wording of survey.

**EU Screening Report:** AR shared with Mike Dando to ensure no further action which he agreed with. This can now go up to the website.

**NP Map:** the 6 issues have now been addressed and LCC have sent updated map.

### **Action:**

AR to include map in NP

**Small Edits to NP:** map 5 was not showing clearly the Local Heritage areas. AR has updated.

**Maps:** PDFs of maps to go on website separately so they will be clearer to view.

### **Sign off for documents to go onto the website:**

JR provided overview of documents to go on the website, which will be sent to John Ryan for upload.

**Actions:** list of remaining documents with owners:  
NPSG poster (AR) – now on  
PID consultation grid (AR) – now on  
ICS consultation grid (AR) – now on  
NPSG members list (NG) – produced and to send to JR/AR  
Event write ups (AR) – ongoing  
School project (AR) - ongoing

### **Timetable for Public Consultation.**

AR sent dates to Ian Mackay to ask if suggested consultation period of 6<sup>th</sup> Sept to 18<sup>th</sup> Oct is acceptable to LCC. Assuming so, dates to be published will be:

OPB – 21<sup>st</sup> September – 11am to 1pm

Pool Memorial Hall – 28<sup>th</sup> September – 11am to 1pm

Wharfedale Court - 5<sup>th</sup> October – 2.30pm to 4pm (BW to check this timing)

### **Flyers, posters, questionnaire and copies of NP:**

Decided that 8 hard copies of NP are needed (a set of 4 located in Post Office, Wharfedale Court, with Hazel Lee and one in Otley Library and another 4 for the consultation sessions). Will need to be printed and delivered after BH weekend in August. Posters to be located in Pub, PSSC, Churches and Village Halls, pharmacy, petrol station

**Actions:** Print cost implications to be determined (4 NPs, 1000 leaflets)  
Leaflet text to be written (JR to do and send around for comments)  
Jim at Wharfedale Observer to be contacted for article in newspaper  
Poster to be A3  
Comments to be put on the PIW Facebook groups.

**AOB:** JP hasn't got email addresses to everybody on statutory consultees list, however he will send by snail mail.

### **Next meetings:**

Working group: Monday 17<sup>th</sup> June, 2pm, Meeting Room, Pool Village Memorial Hall

Steering group Monday 1<sup>st</sup> July, 7pm, Meeting Room, Pool Village Memorial Hall