

Minutes of the meeting held on Thursday 12 April 2012 at 11 am AONB Meeting Room Hemyock

Present:	Heather Stallard	HS
	Catherine Bass	CB
	Lisa Turner	LT
	Bruce Payne	BP
	Geoffrey Sworder	GS
	Ann Papworth	AP

Item	Minutes	Action								
1.	<p>Minutes and Liaison with Network</p> <p>Minutes of the BHPN meeting on 22 March 2012 were approved, together with a draft of the Constitution discussed at the same meeting. Both to be circulated to all Parish Clerks and Parish Chairs where known.</p> <p>Contact details for all Parish Chairs to be updated by request to the Clerks, noting that Chairs may change following Annual Parish Meetings which are due in May. Details of future parish council / meeting dates to be requested, together with updated contact details of editors of any parish publications.</p> <p>Agreed that parishes with less than 10% AONB footprint (6 of 39) will not be expected to contribute financially but will be kept informed of progress. Noted that West Buckland (TDBC, 20% footprint) has decided not be involved (email circulation will be maintained). This leaves a total of 32 active parishes .</p>	<p>CB</p> <p>CB</p>								
2.	<p>Finance:</p> <p>A bank account has been opened at HSBC, signatories are HS, CB and LT (2 signatures required for cheques). Sort code 40 44 04 (Taunton) A/c 52039613.</p> <p>LT presented a brief summary of funding anticipated and available to the Network:</p> <table> <tr> <td>Remainder of DCC budget for Community Plan development</td> <td>£ 505.23</td> </tr> <tr> <td>Contribution from 3 DC Cllrs (Diviani, Moulding and Radford)</td> <td>£ 3000.00</td> </tr> <tr> <td>Pledged from Parishes to date (9 of 32 active parishes)</td> <td><u>£ 1150.00</u></td> </tr> <tr> <td>Total</td> <td><u>£ 4655.23</u></td> </tr> </table> <p>Payment to CB for time and expenses since end January 2012. £307.85</p> <p>Relevant Parish clerks will be sent details of how to make their contributions to the account. <i>Post mtg note – Sheldon PM has sent a cheque for £30, 10% of parish precept.</i></p> <p>Unspecified donations may be forthcoming from several other parishes which have formally endorsed the Plan but not agreed a contribution to date .</p> <p>All possible efforts will be made to encourage a financial contribution from Somerset County Council. Ross Henley to be pressed to acknowledge work to date and to respond.</p>	Remainder of DCC budget for Community Plan development	£ 505.23	Contribution from 3 DC Cllrs (Diviani, Moulding and Radford)	£ 3000.00	Pledged from Parishes to date (9 of 32 active parishes)	<u>£ 1150.00</u>	Total	<u>£ 4655.23</u>	<p>CB</p> <p>AP</p>
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BHPN Stg Gp

3.	<p>Terms of Reference and remuneration for Co-ordinator</p> <p>Agreed that role should now be called Blackdown Hills Parish Network Co-ordinator.</p> <p>No formal ToR available. Agreed that CB will invoice quarterly for 16h/month at £20 ph to undertake the work in hand (support Parishes Network, support implementation of Community Plan recommendations, set up website , develop network of contributors). Time sheets will be presented to the Stg Gp and expenses to be reimbursed. If time input is significantly at odds with this agreement, CB will refer to the Stg Gp.</p>	
4.	<p>Communications strategy :</p> <p>Agreed that profile of the Network needs to be raised by all available means.</p> <p>Website – Cosmic Ethical to support CB in developing a suitably structured website. Cost tbd and discussed with Stg Gp. Opportunities for paid adverts on the website will be made available to support ongoing costs. Anticipate charging £5 - £10 pa to advertise.</p> <p>Newspapers - <i>View from the Blackdowns</i> to be supplied with editorial each month by CB, noting imminent deadline for May edition, with articles also supplied to regional newspapers including <i>Wellington Weekly</i>, <i>Culm Valley Gazette</i>, <i>Somerset County Gazette</i>, <i>Mid Week Herald</i>. Editorial will be circulated to Parish Clerks and parish magazine editors for publication where practicable.</p>	<p>CB</p> <p>CB</p>
5.	<p>Gaining recognition for the Network:</p> <p>Agreed that all District Councillors will be written to again citing MDDC example and a copy of their minute describing the Community Plan. Other Councils to be encouraged to put it on their agendas. Direct request to ensure that the Plan is at least 'taken into account' for Planning purposes, while recognising that it does not constitute Supplementary planning guidance as such.</p>	<p>CB</p>
6.	<p>Action groups:</p> <p>Agreed that the best way to get action groups together would be to arrange preliminary meetings and invite nominations for attendance from parishes via Clerks.</p> <p>Planning: LT to arrange AONB led meetings to discuss the National Planning Policy Framework document - possibly one meeting or 'county' based meetings with planning officers invited from all four District councils. Need to provide an opportunity for Parish Council planning officers to share experiences with one another. GS to draft a note for circulation calling for delegates to attend and learn about the NPPF. Opportunity also to incorporate information from NALC/CPRE about neighbourhood planning support. CB to arrange liaison with parishes.</p> <p>Transport/Traffic: Start point - Churchstanton already working toward publicising and sharing Community bus on a wider basis. AP to take forward, CB to arrange liaison with parishes.</p>	<p>LT, GS</p> <p>CB</p> <p>AP CB</p>
7.	<p>Next meeting:</p> <p>Stg Gp to meet toward end of June - date tbc - to allow time for website development and action group progress.</p> <p>Next Network Meeting to be deferred by 2 weeks from date originally suggested, from 26 June to 10 July.</p>	