

Shaugh Prior Parish Neighbourhood Plan Steering Group

Minutes of Meeting @ Moorland Hotel Tuesday 26th August 2025 19:00 hrs

Present: Tim Clewer, Lesley Nell, Julia Sanders, Simon Francis,
Tim Thomas, Vanessa Tyler

Apologies: Pam Golding, David Dudytsch, Jennie Winter

- TC Welcomed the Group and confirmed that Cllr. Barrie Spencer had stepped down as Chair. Cllr. Keith Stone (Chair of Parish Council), suggested TC take over the Chair if agreed. TC was happy to sit in as Chair, and was then duly elected unanimously as the on-going Chair person.
- A note of thanks was agreed to be sent to BS for his hard work on the N/Plan to date.
- For the purpose of this meeting JS had agreed to take the minutes.
- TC gave a brief update on recent activity regarding the Housing Engagement Meeting at Shaugh Prior Hall on 20th August, where 13 parishioners attended. There was discussion on the protection of green spaces, potential building areas, and boundary lines. Votes were taken on the use of particular areas for possible new build.
- A new Steering Group invitation List should be drawn up.
- A need to develop a new Draft Constitution for the group was required and should be agreed upon at the next meeting after further discussion.
- A more defined Steering Group was required whereby members would join the Group, but could be asked to leave the group if their behaviour fell below standard.
- It was agreed that TT should return to the Steering Group and was invited to attend the remainder of the meeting.
- TC explained that Cathie Boulting could no longer attend the meetings and therefore a new Secretary was required. It was unanimously agreed that LN and JS would share the role. A note of thanks to be sent to CB for her work as Secretary to date.
- TT agreed to cover the Role of Finance Admin, for fundraising purposes and keeping track of Expenses.
- SF is to cover the Role of Vice-Chair in the absence of TC.
- On-going Issues included the monitoring of the email address published on the N/Plan documents. Namely: np@shaughpriorparish.gov.uk
- TC would monitor this address in future in agreement with the SPPC.

- The Questionnaire and Mail Post Boxes - would be monitored by JS, who will collect the paper questionnaires and distribute in groups of 10 for entering the information digitally. TC - may ask JW's' family if they would undertake this task.
- A code of NP1/NP2 etc to be used where questionnaires have no name or no email address entered.
- All paper copies to be retained as evidence of reference work carried out.
- It was noted that Flip Charts and Attendees list was missing from the Meeting of 20th August @ Moorland Hotel. It is thought these could be with BS.
- TC to submit Monthly Report back to the Parish Council .
- TC to retrieve any missing documents/flip charts from BS
- The last Presentation at Shaugh Prior on 20th August brought up comments regarding land below the White Thorn. There were mixed views on protecting this as a green site and some put it forward as a building opportunity. It was agreed that for the charts this would be represented as both green and red stripes combining both statements.
- Updates and items were discussed for posting on the Parish Website, including statements and identification of specific sites which parishioners would like discussions on in each village.
- SF mentioned it should be understood that in respect of the N/Plan, we will not be identifying specific sites as there is a financial cost to this, which is unaffordable.
- SF to draw up wording for a website statement regarding the above.
- TT brought up the subject of the Shaugh Prior School and its re-purposing.
- To be listed as a Community Asset would require a purpose - as a possible Community Centre, A 'Work from Home Hub', or youth centre or similar. This would not be pursued at this time.
- TC as Chair to contact Tony Carson from DCC to see if he will engage with the Steering Group either now or at a later stage..

Regarding future Consultations the challenge of engaging the Parish Youth was felt best agreed with the Comms Group, who would perhaps have a more creative way of involving them.

TC to talk to JW and DD regarding Youth Engagement.

Regarding Commercial/Business Consultations - To ask 'what they would like to see in the N/Plan' - A list to be drawn up of the local business's/Industries in the area.

The aim is to achieve a Commercial Consultation by end October.

TT, TC, SF & JS agreed to be the group to identify such Commercial Entities in the Area. JS to draw up a Preliminary list and circulate to TT, TC & SF so other business can be added to for discussion. A date to be decided upon for a Commercial Engagement Meeting.

Ongoing Funding -

SF - noted we have 3 days of the Consultants time remaining.

TT - had put in a formal Application for Funding to Newnham Solar Energy.

This would realistically be for £1500 - £2000. Meeting the funding parameters, it was confirmed any previous funding for the N/Plan had been already utilised.

If any member has ideas for sourcing further funding please contact TT.

Any funding received is presently deposited in the Parish Council Account to hold for the purposes of the N/Plan.

Programme of Works - to agree a way forward for the delivery of the Plan was discussed.

LN and SF supported by TC to shape progress for delivery of the Draft N/Plan to Deborah.

A request to DD from the group may be made to help develop a framework.

TC - to approach DD in order to help structure the plan going forward.

Note: A list of other projects outside the NP were not discussed.

Date of Next Steering Group Meeting : Tuesday 16th September @ 19:00 hrs.