

<p align="center">Minutes of Middleton-on-the-Hill and Leysters Neighbourhood Plan meeting held in the Parish Hall on 22 February 2016</p>	
<p>Present Guy Griffiths – Chairman –GG Martin Rees – Secretary – MR Tom Merrick – TM Sue Davies – SD Lynne Gore – LG Steph Forman – SF Mike Davies – MD Alex Millward – AM Ian Culley – IC</p>	<p>Actions</p>
<p>Apologies Bryony John – BJ Bill Summers – BS</p>	
<p>Declarations of Interest The Chairman asked the meeting if anyone had any declarations of interest to disclose. There were none.</p>	
<p>Minutes These were read, approved and signed. The minutes of the 19th January 2016 were also signed.</p>	
<p>Matters Arising NE had sent through The Safer Roads Partnership report but some had been unable to open it. (Secretary’s Note: NE had since re-sent the information which would be displayed on the website as Annex A to these minutes).</p> <p>GG confirmed that the Call for Sites flyer had been displayed on notice boards and put in the Parish Magazine; IC reported that he had already received a good response. MD reported that Ken Lloyd, formerly of Ash Farm, had retained a small field and may be interested in the Call for Sites. MD and SD undertook to try to obtain Ken Lloyd’s phone number and inform IC.</p> <p>The Vision and Objectives had been agreed and attached to the 1 Feb 16 Minutes. Members had been asked to formulate ‘Policies’ that would flow from the objectives and send them to IC but several of these still needed to be done. Four other neighbourhood plans had been circulated and there was no harm in copying policies from these where they were relevant to our own needs.</p> <p>The status of banners for the Open Day was unknown and SD said that she could obtain a banner if NE had been unable to do so. (Secretary’s Note: after the meeting he had contacted NE about the banners. NE confirmed that these were now on order at a cost of £50.00 plus VAT. NE said that he would put these in place for the Open day).</p>	<p>SD ,MD,IC</p> <p>All</p> <p>NE</p>
<p>Saturday 12th March Open Day Members of the committee able to attend on the day were confirmed as: GG, IC, AM, TM (from 12.30am), BS, SD, BJ.</p>	

<p>It was agreed to set up the hall on Friday 11th March at 7.30pm with the help of GG, IC, MR, LG, and any others who were able to be present.</p> <p>IC said that he wished for 7 tables to be set out with chairs around them. This would represent the 7 objective areas for our policies. On each table there would be a summary of the survey, a policy statement and a member of the committee who would be there to take notes and answer any questions.</p> <p>At a time when there were a good number of visitors GG would welcome everyone to the event and hand over to IC who would give a presentation on progress with the Neighbourhood Plan. He would give a further presentation later if numbers demanded it.</p> <p>Call for Sites IC reported that he had received a good response and was in the process of assessing them.</p>	All
<p>Transport Study Update IC reported that he had met with ITP Traffic Consultants and had circulated their proposals should they be awarded the contract. Their fee for this work would be £3775.00 plus VAT (although the Parish Council should be able to reclaim the VAT). GG stated that he thought this was rather high in view of our expenses so far, our other future expenses and the grant limit of £8,000. He also sought progress on a second, competitive quote and IC said that he was awaiting a response from a second consultant. TM questioned the need to call in consultants at all. IC said that by using a professional body we would stand a better chance of getting Herefordshire Council to approve the recommended changes. It would also show to the Villages that we were taking their concerns seriously.</p> <p>IC said he would go back to the consultants and ask them to break their prices down into specific sections of work to enable us to work within our budget constraints. It was generally agreed that the use of consultants would be beneficial and GG said that, at our next meeting, we needed to select one or other consultant at the right price for our next grant application.</p>	
<p>Settlement Boundary IC issued a draft plan showing his proposals for the settlement boundary of both villages. He asked members to consider any changes before the next meeting when the agreed settlement boundary would be determined.</p>	
<p>Any Other Business IC emphasised that we were now at the most critical stage of the Neighbourhood Plan process. The meeting expressed its thanks to IC for all the work he had so far produced and help he had given.</p>	
<p>Date of Next Meeting The next meeting to be held at the Parish Hall at 7.30pm on Monday 7th March 2016 Meeting closed at 9pm.</p>	

Annex A

- (1) Department of Transport – criteria for setting local speed limits.
- (2) Analysis of vehicle speeds in Leysters from 26 Aug to 3 Sep 15