

**MINUTES OF A MEETING OF THE KINVER NEIGHBOURHOOD PLANNING STEERING GROUP OF KINVER PARISH COUNCIL HELD ON MONDAY 22<sup>ND</sup> AUGUST 2022 AT 7pm VIA ZOOM**

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Present: Councillors Mrs C Allen, Ms E Lord, D McGirr,

1. To receive apologies for absence.

Councillors E Simons, G Sisley, K Hosell, District Councillor Mrs L Hingley and G Spruce and Miss A Roche sent their apologies.

2. To receive the minutes from the meeting held on the 4<sup>th</sup> July 2022

The minutes of the meeting of the Neighbourhood Plan Steering Group held on the above date, having been circulated previously, were approved as a true record of the proceedings.

3. Matters arising from the minutes

- a. Green space landowner liaison – The Chairman updated the meeting on this item.

4. Update on Reg 14 consultation Preparation

- a. Emails ready to go and prepared for sending on the 23<sup>rd</sup> before noon and letters sent out in the post today.
- b. Green spaces: letters; Green space documentation for website – completed and posted out and emails have been prepared to be sent out on the 23<sup>rd</sup> before noon.
- c. Posters: delivery to venues: All Hard Copy locations, plus Dentists; surgery; café no 5, Stourton tea room; Roe Deer Stourton Village Hall , Schools, ? Church halls, All notice-boards

Chairman to deliver the posters as detailed above. Cllr D McGirr can also help to distribute the posters.

Hard copy locations – Cllr Mrs C Allen Iverley 2 copies, Mrs M Fullwood – (hard copy and posters) Library, KSCA and PC Office.

- d. Business leaflets: delivery – Mrs M Fullwood to distribute main section of the village.
- e. Final report: printing and distribution

Additional copies of the plan to be printed for the office.

f. Website and final documentation

Website consultation ready to be launched by Cllr Ms E Lord for 12 noon tomorrow on the 23<sup>rd</sup>.

g. Social media and press/ local radio release submitted/posted.

G Spruce and Cllr K Hossell were looking at this. Miss A Roche may be able to post the flyer on social media. Kinver online needs to be asked to post it, the Clerk to forward to Cllr Ms E Lord, E Simons, D McGirr and Miss A Roche to be asked to put this on the various groups in the Parish.

h. Events: Manning; Materials; briefing

Question comment sheets – Clerk to print ready for events.  
Display boards – printing, and find Parish Map board from last consultation.  
A3/A2 posters for the event boards - front page of the plan, display of reports prepared for the plan; map of the neighbourhood area.

**Manning events: confirmed as follows 23<sup>rd</sup> August – 4<sup>th</sup> October 2022:-**

\* red to be confirmed. Additional presence will be welcome.

Date	Venue	Volunteers
27 Aug	Kinver Market	Cllr G Sisley , Cllr Mrs C Allen (a bit late)
1 Sep	Stourton VH	Cllr Mrs C Allen; <b>Cllr Mrs L Hingley tbc</b>
10 Sep	KSCA	Cllr Mrs L Hingley , Cllr D McGirr
17 Sep	KSCA	Cllr Mrs C Allen, Cllr Ms E Lord
24 Sep	Kinver Market	Cllr Ms E Lord, Cllr Mrs C Allen
1 Oct	KSCA	Ms E Lord, Miss A Roche <b>Cllr E Simons / D McGirr tbc</b>

Feedback on events: Notes should be kept at each event of numbers attending and types of query/discussion, for circulation to Steering Group prior to next event, and for our records.

Website: Cllr Allen asked that information on Green Spaces should state prominently that designation does not affect access rights. Clerk to upload the 4<sup>th</sup> July minutes to website.

5. Next steps

Cllr Mrs C Allen and Clerk to check emails on Kinver N Plan, the Chairman to respond an acknowledgement. Cllr E Lord to download responses from website. Any paper responses to be copied and circulated.

6. AOB.

Analysing will take place after the 4<sup>th</sup> October.

7. Date of next meeting 19<sup>th</sup> September 2022 via zoom.

