

Blackdown Hills
 Parish Network
 Steering Group

Minutes of the meeting held on Thursday 7th March at 1.15 pm
 The York Inn Churchinford

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

Item	Minutes	Action
1.	Minutes of the last Steering Group meeting were reviewed and agreed.	
2.	Matters arising taken within agenda.	
3.	<p>Action Groups</p> <p>a. Communications/ website</p> <p>CB apologised for limited activity in recent months due to family problems, now resolving. Webforms are all available on the website for events notification, and advert requests for accommodation, businesses and artisan outlets. Now need to concentrate on populating pages and raising awareness. This will be done by systematically linking with contributing parishes first, then remaining parishes, making connections to the relevant pages of the Blackdowns Online. Webpages to be offered to those without their own website £15 pa. All adverts will be charged at £10 pa.</p> <p>Churchstanton has a page set up to be populated, KP has Alun Tarr 's admin access and requires a training session; BP has also requested training to enable a Wellington w/o page to be developed. CB to send BP copy of Cosmic training notes. CB to contact Cosmic to arrange the 2nd free training session within the next 2-3 weeks, will also invite Donna Evans (PC clerk Hemyock).</p> <p>b. Traffic, Transport Highways</p> <p>KP described the outcome of the first meeting ong BHPN TTH group in early Dec. Scope set , and 'issues' questionnaire circulated to get more detailed information about the matters of real concern to parishes. Next mtg on March 14 to discuss results and next steps.</p> <p>c. Planning</p> <p>As GS has been unwell, no meeting has yet been possible. CB to write to GS suggesting a way to help start the activity, as there is clearly a great deal of planning activity in the area at the moment and wider forum may assist parishes in making their responses and comments to local planning authorities. AP suggested that to gain more support for this group the AGM could focus on Planning in the first part of the meeting with input from GS, KP/AP re Churchstanton (Soms) and HS for Hemyock (Devon) and LT (AONB). KP mentioned the CPRE neighbourhood planning training which is available. Ian Firth, resident in Churchinford, and with planning experience to be approached to attend.</p>	<p>CB</p> <p>CB</p> <p>KP/CB</p> <p>CB</p>

4.	<p>Local Authority engagement</p> <p>Suggestion by Cllr David Reed (TDBC) to apply for Voluntary and Community Sector grant was followed up and an application submitted to support ongoing maintenance and update of the website, co-ordinator time and admin activities, action group support and training. Informal confirmation has been received that £1000 has been allocated, formal notification expected in the next few days.</p>	CB
5.	<p>Finance</p> <ul style="list-style-type: none"> • Finance report attached to agenda: assets at 7/3/13 are £2,209.57. • Future funding: 15 of 32 eligible parishes have contributed in 2012/2013 financial year. CB to write to contributing parishes to enquire about their willingness to consider annual support, although Stg Gp recognises that parishes will want to see the outcomes of the first year before committing. • With £1000 assumed from TDBC consider that there are sufficient funds to continue activity for another year provided advertising revenue is secured via the website 	CB
6.	<p>Date of BHPN AGM agreed to be Tuesday April 23rd at 7.30 pm. Internet enabled venue tbc</p>	CB
7.	<p>Date of next Stg Gp mtg: Meeting closed at 15.00</p> <p>Next meeting: following AGM. Email correspondence in the interim.</p>	