

Minutes of meeting on 14 May 2019

Members Present: John Farquhar, Atiqul Hoque, Tom Corbin, Jamie Hobson, Nicola Lipscombe, Mark Stevens, Peter Dunbar, David Wilson, Kate O'Conner and Louis Hodgkinson.

Apologies: Cllr Derek Brown OBE, Cllr John Baber MBE, and Cllr Amanda Foster gave apologies for their absence.

In attendance: Andrea Pellegram, Annie Child and Yaroslav Pustarnakov.

Record of Decisions

1. Welcome by Chairman:

1.1. Chairman of the Steering Group (SG) welcomed SNP members to this meeting.

2. Declarations of interest

2.1. There were no declarations of interest.

3. Minutes of the previous meeting:

3.1. The minutes of the previous meeting of the SNP SG held on 16 Apr 2019 were approved.

4. To agree the logo prepared by Jamie Hobson

4.1. The SG reviewed and approved an SNP logo proposed and designed by Jamie Hobson.

5. To review the new SNP Web Pages

5.1. The SG received a presentation from Yaroslav Pustarnakov regarding the SNP pages, which are located on the SCC website.

5.2. There are three ways to find the pages, including:

5.2.1. Searching 'Salisbury City Council neighbourhood planning' on a web browser;

5.2.2. On the front page of the SCC website, SNP pages can be located on a top left-hand corner carousel;

5.2.3. On the front page of the SCC website, locate 'your council' and select 'neighbourhood planning'.

5.3. The SNP pages contain information regarding function of the group, names of the SG members, agendas and minutes, reference documents, useful links, and a sign-up option for getting involved with the group.

5.4. SCC Officers are also planning to add the SNP logo to the SG website, as well as create a new entry link to the SG website through the front page of the Council website.

Action: Jamie Hobson was asked to submit typography format to be used by SG in SNP documents.

6. Update on WC initiatives:

6.1. The SG received updates from Andrea Pellegram on a Wiltshire Council (WC) Cabinet paper, Central Area Framework, Local Plan Review, and WC declaring Climate Change emergency.

Action: Andrea Pellegram was asked to arrange a meeting with Tibbalds and the SG for Tue 11 Jun 2019.

7. Community Consultation Events:

7.1. The format, invitation and communications for the community engagement events was agreed.

7.2. SG received a presentation from Nicola Lipscombe on mapping capability in Salisbury. Detailed actions are set out in the updated briefing note (already distributed).

7.3. SG discussed and agreed a rota for all SNP events:

Event no.	Date	Steering Group
1	28 May	Mark Stevens Nicola Lipscombe Jamie Hobson
2	6 June	David Wilson John Farquhar Jamie Hobson
3	8 June	Tom Corbin Peter Dunbar
4	12 June	Louis Hodgekinson Jamie Hobson
5	19 June	Atiqul Hoque Kate O'Connor Jamie Hobson
6	22 June	Tom Corbin Nicola Lipscombe (Kate O'Connor)

Action: Absent members of SG are encouraged to attend SNP events.

Action: Nicola Lipscombe was asked to provide SG with a map of development pressures and parish boundaries.

8. Items for Next Meeting:

The SG considered agenda items for the next meeting and agreed to discuss: social media and communications strategy, the Sustainable Salisbury event on 22 June and the Tibbalds presentation.