

## **Minutes of meeting of High Lane Neighbourhood Forum**

**Date:** 28/10/21 **Time:** 7.30pm **Venue:** by zoom

**Present:** Richard Jones, Janet Burks, Carol Taylor Bruce, Trisha Freeman, Claire Porterfield Trisha Conroy

**Apologies:** Helen Stocks, Ann Young, Cllr Aron Thornley

The minutes of the previous minutes were approved

### **1) Financial update**

Janet reported there is £726.40 in the account. A further £40 will come out of that to pay for the village hall for the AGM meeting.

Janet has prepared a Treasurer's Report ready for the AGM and the accounts will have been checked externally by Robert Taylor before the AGM. Thanks to Janet for organising this.

### **2) AGM preparations**

(i) Jonathan Mayo, Planning Officer from SMBC has been invited to attend to speak on the forum's role going forward. He was keen to do this.

**Action:** Janet will confirm with him if he is still able to attend a little nearer the date

(ii)**Publicity:** It was suggested we display the banner used in the Referendum outside the village hall to advertise the event. It was also suggested posters be put up to advertise the AGM

**Action:** Richard volunteered to create a poster which can be displayed around the village. He will drop posters off to Trisha C who offered to laminate them.

The AGM agenda and poster will be advertised on the Forum's website. Claire to pass on the details to SEO Express.

(iii)It was suggested displaying views of the village during Richard's slide show would be a good idea and add some visual interest.

(iv) **Planning Applications:** A short 5 minute presentation on the Planning group's role is to be given at the AGM so that forum members have some information on what is involved and can be invited to join the group. Carol pointed out it needs to be made clear that some applications can be onerous to read – lengthy and wordy with small print size and that decisions re the applications need to fit in with the policy of the Neighbourhood Plan and Design Codes. This was agreed so people understand the commitment.

**Action:** Planning group will discuss which members write and deliver the Presentation

#### (v) **Nominations for the Committee**

It was agreed that nomination forms for the role of Chair, Treasurer and Secretary will be sent out to forum members with the AGM agenda indicating nominations which have been made by current committee members and inviting any others. Forum Members will be asked to return any nominations they wish to make by 27<sup>th</sup> November.

Discussion on the roles ensued. Richard and Janet stated they were happy to share the role of Chair making it a joint role. Janet said she was happy to continue with the Treasurers role which will be considerably less onerous going forward. Claire said she is happy to be nominated as secretary again. However all positions will be up for further nominations to be offered.

(vi) **Refreshments** will be tea and coffee, including decaff and mince pies. Each committee member agreed to bring a box of 6 mince pies. The refreshments will be offered as people arrive for the AGM.

(vii) Claire had prepared a draft agenda for the AGM to show committee members. She asked them to send feedback if they wanted any changes or amendments to the agenda which she will be sending out shortly.

**Action:** Committee members to look over the draft AGM agenda and contact Claire re any changes by 5<sup>th</sup> November.

### **3) Planning Applications**

1) There was discussion of the barn which has been built close to Bollinghurst Brook close to the canal and of lorries crossing the tow path to access it.

**Action:** Canal and River Trust to be contacted to check whether commercial vehicles are allowed along the tow path which is in a poor condition already. Janet is checking on these things.

2) An application for further work on an extension on Eden Avenue has just been received.

3) Going forward it was agreed that planning applications which have some interest for the wider community will be put on the Forum's Facebook page.

**Action:** Trish F volunteered to do this.

### **4) AOB**

The committee would like to meet with earlier members of the committee who had been unable to continue on the committee till 2021 but who had contributed in very

significant ways to the preparation of the Neighbourhood Plan to thank them and buy them a drink. It was agreed that a meeting on 2<sup>nd</sup> December at 7pm at the Royal Oak will be organised.

**Action:** Claire to send out invitations to earlier committee members.

**5) Date of Next Meeting**

**Date: AGM:** Saturday 4 December 2021 **Time:** 2pm **Venue:** Village Hall,