

**Notes from the Neighbourhood Development Plan Meeting held at Dobwalls United Church Schoolroom, Dobwalls on Monday 30<sup>th</sup> January 2017, commencing at 6.30pm.**

**Present:** Cllrs J Dunn (JD), M Mackie (MM), T Kitto (TK), H Francis (HF), and D Finch (DF)

**In attendance:** L Coles, Parish Clerk (LC)

There were 6 members of the public present

Cllr Dunn welcomed everyone to the meeting and updated everyone on the decision of the Parish Council to develop a Neighbourhood Development Plan (NDP). The Area of Designation is the Dobwalls and Trewidland parish boundary; if adjoining parishes wish to progress a NDP then information can be shared if necessary/appropriate across borders.

**A Skills Audit** had been emailed to all those who had shown an interest in being part of the process and the returned copies have been noted and will be used to identify people and skills as the Plan is developed.

**Initial questionnaires**, there was a discussion on how to achieve feedback and who to use to collate the information received. Engagement strategy, there was some discussion about targets and how to engage the community. A later questionnaire will be much more detailed. It was agreed to send out an initial generic questionnaire with the March edition of the Villager magazine. All those present, except for LC, then took 10 minutes to fill in the sample questionnaire to give an idea of whether any changes needed to be made.

**Steering Group.** JD said that the first step is to set up the Steering Group. All the people present at the meeting wished to be part of the Steering Group - Ailsa (and Ian) Tween, Roger Williams, Sandy Simmons, Pat Earl, Lorna Perrin, Roger Thomson. LC will email those people who had shown an interest but could not be present this evening and ask if they still wish to be involved.

**Election of Chairman.** Nominations were called for. **John Dunn** was nominated as Chairman of the Steering Group, **Pat Earl proposed, seconded by Sandy Simmons, 5 votes for. Mhairi Mackie** was nominated as Chairman of the Steering Group, **proposed by Davina Finch, seconded by Roger Thomson, 4 votes for.** John Dunn was duly elected as Chairman.  
**Secretary/ Co-ordinator.** **Mhairi Mackie** was nominated, **proposed by John Dunn, seconded by Sandy Simmons, and all were in favour.**  
**Treasurer.** **Tracey Kitto nominated and proposed Linda Coles, Parish Clerk, seconded by Davina Finch, all were in favour.**

MM explained the relationship of the Steering Group with the Parish Council.

MM handed round a copy of the timetable for the NDP. This was briefly discussed and the next steps pointed out.

Posters advertising the questionnaires to be put up when The Villager is distributed  
LC will contact WesternWeb, the Parish Council website provider, regarding a link to the Parish website, Facebook, Twitter, Community News, NDP Steering Group etc.

**Topic Groups** – there was discussion about the coordination of the Topic Groups.

Two groups were then set up:

A Communications Group – Ailsa Tween, Ian Tween, Sandy Simmons, Tracey Kitto and Davina Finch.

A Questionnaire Group - Roger Thomson, Roger Williams, Pat Earl, Mhairi Mackie and Hugh Francis.

These two groups then broke away to have an initial discussion and talk about the next steps etc.

JD thanked everyone for attending and the date of the next meeting was set for Tuesday 21<sup>st</sup> February 2017, 6.30pm at Dobwalls Football Club.

The meeting closed at 8.15pm.