

Wilton Neighbourhood Plan Steering Group

AGENDA & ACTIONS

23rd October, 2019 | 7.15pm | Council Chamber, Town Hall, Wilton *Location*

Meeting called by	Sara Morley	Present
Type of meeting	WNP Steering Group	Sara Morley ; Ivan Seviour ; Peter Edge ; Alan Crossley ; Sue Jordan ; Claire Ellard ; Jill Crossley and Steve Milton .
Facilitator	Sara Morley	
Note taker	Steve Milton	

AGENDA, NOTES AND ACTIONS

☑ = COMPLETE

AGENDA ITEM 1: NEIGHBOURHOOD PLANNING SURVEY

The Group noted revisions made to the draft survey following consideration at the last meeting. Lemon Gazelle were happy with the changes suggested and are now ready for the launch of the survey. The revised survey was circulated by email and approved by Steering Group Members. The revised survey is now available online: <https://www.surveymonkey.co.uk/r/WiltonPilotNP>

The Group discussed the possibility of incorporating a prize draw to encourage survey returns and on behalf of Wilton Shopping Village, Claire offered a prize of £50. Members thanked Claire for her kind offer and considered this should be included in the survey if possible.

Action items	Person responsible	Deadline
That the survey, as amended, be approved subject to Sara clarifying whether the prize draw can be incorporated.*	Sara	24/10/19 ☑
That the Survey 'go live' date be set as 1 st November	Sara	24/10/19 ☑
That hard copies of the survey, posters and flyers be printed for distribution on 1 st November.	Steve	26/10/19 ☑
That survey return points be set up in the Library, Community Centre and the Council Offices.		1/11/19 ☑

***NOTE:** Lemon Gazelle suggested not including the prize draw, but to use the prize in some other way to boost awareness.

AGENDA ITEM 2: NEIGHBOURHOOD PLANNING SURVEY - PUBLICITY & LAUNCH

Following approval of the NP Survey, the Group considered launch and publicity arrangements.

Action items	Person responsible	Deadline
That the campaign launch date be confirmed as 1 st November.	All	24/10/19 <input checked="" type="checkbox"/>
That a press release be sent to local media outlets	Sara/Steve	25/10/19 <input checked="" type="checkbox"/>
That the NP website is updated to include a link to the survey.	Ivan/Steve	1/11/19 <input checked="" type="checkbox"/>
That the Group members target the stakeholder groups as set out in the schedule attached.	All	8/11/19 <input checked="" type="checkbox"/>

AGENDA ITEM 3: WNP ACTION PLAN

The Group considered the updated [NP action plan](#).

Action items	Person responsible	Deadline
That Lemon Gazelle be invited to submit an application for Locality grant funding	Sara	8/11/19
That relevant documents from partner organisations be gathered	Steve	Ongoing

NOTES

The group also discussed:

- **Branding** – there was support for the WeLOVEWilton branding
- **Language** – the Group agreed to keep messaging consistent and simple, avoiding the term 'neighbourhood planning' and concentrating on terms that have more local recognition.
- **Survey returns** – It was agreed that Sara and Steve would discuss with Lemon Gazelle how best to process hard copy survey returns. Several Group members offered to assist with this process.

FUTURE AGENDA ITEMS

- Locality Grant
- Theme groups
- Branding
- Newsletter

Key Stakeholder Group	Groups	Lead
Residents Whilst not exclusive to Wilton residents, the survey will give greater weight to the views of those who live within the parish.	1. Wilton Chat	Steve
	2. Nextdoor Wilton	Sara
	3. Wilton Hill hub	Allan
	4. Valley News	Ivan
Sports Clubs	1. Wilton Bowls Club	Pete
	2. Football teams	Pete
	3. Touch Rugby	Pete
	4. Cricket	Pete
	5. Wilton Riding for the Disabled	Sara
	6. Wilton Tennis Club	Sara
Local Community Groups	1. Wilton Community Centre	Ivan
	2. Michael Herbert Hall	Ivan
	3. Wilton Library	Sara
	4. Sports Pavilion	Mark
	5. Model Railway Club	Ivan
	6. U3A	Allan
	7. Wilton Community Land Trust	Pete
	8. Wilton Town Council	Steve
	9. Alabare (Veterans Centre)	Pete/Ivan
	10. Scouts & Guides (Bob Blandford Hall)	Andy K
	11. Wilton Country Market	Sara
	12. Wilton Thursday Club	Sara
Schools	1. Wilton Primary School	Ivan
	2. Kingfisher Montessori	Sara
	3. Focus School	Steve
	4. South Hills Nursery	Mark
	5. Grovely Riding School	Sara
Young people – covered elsewhere	1. Seeds4Success	Steve
Churches	1. Spiritualist Church	Pete
	2. C of E churches (all under Rev Wood	Ivan
	3. Wilton Baptist Church	Pete
Business	1. Salisbury Chamber of Commerce	Pete
	2. Wilton Shopping Village	Claire
	3. Wilton Thursday Market	Sara
	4. Doctor's Surgeries	Sara
	5. Dentist	Sue
Older People	1. St John's Priory	Allan
	2. Olivier Place	Allan
	3. Florence Court	Jill
	4. Pembroke Court	Jill
	5. Wylve Lodge	Sue
	6. Downside	Steve
	7. St John's	Allan
	8. St Giles	Ivan