**DEEPCUT NEIGHBOURHOOD FORUM**

A full committee meeting was held at 7.30pm on Tuesday 14th July 2015.

Present:

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| Susan StewartLindsay MorganHoward HydePeter BambridgeAlan BarnardCC:Paul DeachDavid WhitcroftDavid Rushmer |
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| **Action** | **1.** |  **INVOICES/QUOTES** |
| **HH****PB** | **1.1** | It was agreed that no work should be commissioned or invoices paid without the full approval of the committee and written confirmation of work to be undertaken.  |
| **HH****PB** | **1.2** | The committee confirmed payment of £1,000 to CSP for their strategy/planning document, but prior to sending, PB to contact and ask them to provide information on similar neighbourhood plan that might provide template for DNF plan. (since aqctioned). |
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|  | **2.** | **12th SEPTEMBER PUBLIC MEETING** |
| **Noted** | **2.1** | It was agreed unanimously that STUDIO HIVE should present at this public meeting as the PRB plans will impact on our approved area (outside the fence) such as the retail sector, bus shelters, Deepcut Bridge Rd enhancements, and signage. |
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| **AB** | **2.2** | AB to contact Angela Mitchell asap to see if she can invite Michael Gove to open the meeting. |
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| **AB** | **2.3** | AB to contact as many of those on invitation list as possible prior to going away and inform committee of those still outstanding before departure. |
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| **LM** | **2.4** | LM to draft outline leaflet copy as soon as possible for committee comment. |
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| **PB** | **2.5** | PB to draft outline questionnaire for meeting asap for committee comment. |
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|  | **2.6** | **Meeting format:** It was agreed the meeting would take place between 3-4pm on the 12th (hall open earlier). The format would be as follows:* Introduction (Michael Gove?)
* DNF Plan
	+ DLG/DNF history
	+ Handout
	+ Process
	+ Progress
	+ Recruitment (Paul Deach to be asked to undertake this section)
	+ Q&As
	+ Any other issues
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|  | **2.7** | All agreed that, without further commitment from the community, the current committee would not be able to complete the plan on behalf of the community.It should not be done by a small group in isolation, the whole point is that it needs to be a neighbourhood plan, crafted by the community. |
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|  | **3.** | **DEEPCUT NEIGHBOURHOOD FORUM WEBSITE** |
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| **LM** | **3.1** | All agreed it was vital to get this up and running as soon as possible. LM to send round links of council sites built by suggested website designer (since actioned) to committee. LM to contact web designer and ask for detailed breakdown of number of pages required and costs for maintenance (since actioned) and forward to committee. LM also asked to brief designer to see if he could purchase standalone URL (since actioned). |
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| **LM** | **3.1** | PB to send LM admin access link to current site for LM to forward to designer (since actioned). |
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|  | **4.** | **BUDGET** |
| **PB** | **4.1** | PB to provide budget list to HH. (Since actioned). |
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|  | **5.** | **DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT** |
| **ALL** | **5.1** | Survey filled in. LM to load on line and submit (since actioned). |
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|  | **6.** | **SHBC WEBSITE PLANNING** |
| **ALL** | **6.1** | PB informed committee that a planning application (on top of outline planning application), for the spine road & northern roundabout is already on SHBC website.First reserved matters planning applications expected to follow. |
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|  | **7.** | **PRB PUBLIC CONSULATION** |
| **Noted**  |  | Key stakeholder session: Thursday 23 July 2015, 5.30pm – 7.30pm Public exhibition: Friday 24 July 2015, 12.30pm – 8.30pmVenue: Deepcut (Garrison) Community Centre, Newfoundland Road/Alma Gardens, Deepcut, Surrey GU16 6SY |
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|  | **8.** | **STUDIO HIVE** |
|  | **8.1** | Transport workshop 4th August – venue tbc. |
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|  | **9.** | **DATE OF NEXT COMMITTEE MEETING** |
|  | **9.1** | 7.30pm on July 21st at the Deepcut Community Centre. |