***A Quality Council***

**14.03.23 refers**

**ELMSWELL PARISH COUNCIL**

**Report to the March ordinary meeting 17.03.14   
towards the ratification of the structure & membership of the   
Neighbourhood Plan Steering Group.**

1. Training and other guidance, together with the experience of other groups, suggests that a membership of 10-12 is manageable and offers sufficient scope for diversity of membership.
2. As above, there is a general consensus that the parish council representation should be restricted to, say, 25% of the membership so that the process is clearly seen to belong to the community at large rather than one predominant group.
3. From the public meeting on 27.02.14 we garnered 8 volunteers, all of whom seem to be likely to be valuable contributors and who between them offer a fair demographic spread, an excellent network of community contact and appropriate skills & experience. Others, both individuals and organisations have offered help in other ways when appropriate.
4. It would seem to be a given that our District and County Ward Members are essential to the process.
5. Parish Council involvement might best be represented by the Chairman of the Planning Committee, Chairman & Vice chairman of Council, and another councillor elected by peers. Accepting that Chair / Vice chair might work on an ‘either/or’ basis, we have a potential complement of 14.
6. The Parish Clerk should be a member, recording, co-ordinating and contributing.

Given that a volunteer is often considered to be worth 10 pressed men, and given the quality of those who have come forward, I recommend that a Steering Group of 14 be asked to serve, comprising:

*1* Philip Blissett  
 Accountant, wide NHS, medical & general financial background /   
 Wesley Centre, EMHG, St John’s / broad committee experience  
*2* PC Neil Brown allotment holder / particular road  
 traffic knowledge & experience  
*3* Julie Cole  
 Wide experience in marketing, currently on consultant  
 basis / Children at Elmswell & Beyton / Elmswell PTA  
*4* Mary Feeney   
 ElmsWild / ex Chair EPC Planning & headed the Elmswell   
 Housing Needs Survey

*5* Terry Garner  
 ECC / BMA / lifetime experience as carpenter / shop fitting /  
 now retired to run own business surveying & estimating building  
 works / Chairman Cambs. Family History Soc.

*6* Revd Peter Goodridge  
 Previous IT web site & systems design experience across  
 the globe / Rector’s duties include wide pastoral care &  
 involvement with village charitable bodies   
*7* Fred Pallett worldwide wide commercial experience in oil  
 & gas industries / Suffolk resident for 30 yrs.  
*8* Shaun Pratt  
 EFC / BMA / broad commercial experience incl. *L*ocal  
 business (Street Farm Nursery) *9* EPC Chair or Vice Chair

*10* EPC Planning Cttee Chair

*11* EPC elected member  
*12* Clerk to the Council

*13* MSDC Ward Member  
*14* SCC Ward Member

7 The brief must be couched in general terms and remain flexible. I suggest as a starter:  
 (a) To determine the specific areas of enquiry, e.g., transport, social, sport & recreation,  
 education, health, young people etc.

(b) To seek partnership with others, both individuals and organisations, from outside the  
 main group to formulate questions in each of the specific areas.  
 (c) To assess these questions towards compiling a draft questionnaire.  
 (d) To consult via a public gathering / Newsletter / addressing interest groups directly on  
 the draft questionnaire towards a final draft.  
 (e) To take the final draft to another public meeting with proposals for the logistics of  
 distribution & collation & seeking volunteer involvement / assistance as necessary.

(f) To work with CAS and volunteers towards collating the response and publication of a  
 draft Plan.  
 (g) To consult with groups & organisations and via a further public gathering towards the  
 production of a Plan to go for examination and, if successful, to the referendum  
 process.

Peter Dow

13.03.14