MINUTES - MEETING 1.

STRETTON ON DUNSMORE PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP.

Date, Time and Location	Tuesday 9th June 2026 at 7.30pm in Stretton Village Hall.
Present	Cllr Paul Gordon (PG), Cllr Steve Smyth (SS), Cllr Alan Abbey (AA), Mr. Jeremy Cox (JC), Mrs. Julia Thompson (JT), Mrs. Christine Tickle (CT), Mrs. Carmel Hopkins (CH) and Mrs. Faith Matthews (FM)
Apologies	Mr. Rob Kennedy (RK)
Minute Taker	Helen Stewart (Parish Clerk)

The Neighbourhood Plan (NP) Steering Group has been established by the Parish Council to research and gather relevant information, and to lead public consultation activities, in order to produce a draft Neighbourhood Plan for submission to Rugby Borough Council and ultimately adoption.

The Steering Group is accountable to the Parish Council and must provide regular progress updates. Approval from the Parish Council is required prior to undertaking any public consultations, issuing notices, or incurring expenditure.

Number	Minute	Action
1.	**Introductions & Apologies** The Parish Clerk provided some printed documents to help explain the purpose of the Neighbourhood. Those at the meeting introduced themselves. The Clerk explained that ideally the Neighbourhood Plan should be 'made' within 12 months or sooner to capture the CIL money that any outline planning applications based on the allocation in the Local Plan might generate. It was also noted that the NP can be reviewed at anytime but holds value for approximately 5 years.	No Action
2.	**Election of Group Members:** - The Steering Group unanimously elected Jeremy Cox as Chairman following a nomination by CT which was seconded by FM - - The Steering Group unanimously elected Faith Matthews as Vice-Chair following a nomination by JC which was seconded by SS. - - The Steering Group unanimously elected Alan Abbey as Secretary following a nomination by PG which was seconded by SS.	No Action
3.	**Communication and Engagement** a. The Chairman summarised that the ambition of the NP Steering Group should be to produce a positive statement of intent which can also act as a guide for grants and the expenditure of public funds. The NP needs to be a document that addresses the needs of all generations, be forward thinking and inclusive. It was agreed that while more detail is needed on the timeline – initially the basic steps could be achieved quite swifty. Phase 1 – Information gathering to define themes (by 25th June 2026) Phase 2 – Theme focused consultation at the Fete (4th July 2026) Phase 3 – Theme focused detailed questionnaires to all homes. (TBC)	

	b. Methods of communication with the residents & stakeholders of Stretton were discussed. It was agreed that members would ask the following 4 simple and open questions that were easy to comprehend by all ages: *i. WHAT DO LIKE ABOUT STRETTON ON DUNSMORE?* *ii. IS THERE ANYTHING YOU DON'T LIKE ABOUT STRETTON ON DUNSMORE?* *iii. WHAT WOULD YOU LIKE TO SEE FOR THE FUTURE OF STRETTON ON DUNSMORE?* *iv. WHAT WOULD YOU NOT WANT TO SEE FOR THE FUTURE OF STRETTON ON DUNSMORE?* **ACTIONS** • **Clerk** to produce the agreed questions on a single A4 page • **Faith Matthews** to take the A4 questions the All Saints Coffee Stop before 25th June 2026 • **Faith Matthews** to take the A4 questions the Ladies Lunch before 25th June 2026 • **Faith Matthews** to take the A4 questions the Oak & Black Dog Pub and Brookside Stores • **Christine Tickle** to take the A4 questions Brookside surgery and also canvas clients at dog grooming business • **Julia Thompson** to provide questions to Baby & Toddler Group (in a simpler format) • **Julia Thompson** to provide questions to Knightlow School families at the Sports Day Event (in a simpler format) • **Alan Abbey** to provide questions to Beavers & Cubs (in a simpler format) • **Carmel Hopkins** to provide questions to Scouts (in a simpler format) • **Clerk** to provide a ballot box for replies at Surgery, Shop and Pub • **Clerk** to remind people via social media, Pendulum and the website that the Neighbourhood Plan Steering Group is active and engagement is welcomed. • **Jeremy Cox** to create a Google Form with the same 4 questions that can be displayed and returned via the Facebook and the website before 25th June 2026 • **Alan Abbey** to circulate a draft timeline for delivering a 'made' NP for discussion at a subsequent meeting. c. **Jeremy Cox** to review the census data from 2021 regarding population, housing mix etc. https://www.ons.gov.uk/releases/censusmaps.	11/06/26 25/06/26 25/06/26 25/06/26 25/06/26 04/07/26 25/06/26 25/06/26 14/06/26 11/06/26 14/06/26 25/06/26 TBC
4.	**Date and Location of Next Meeting** Thursday 25th June 2026 7.30pm Stretton Village Hall All information from the simple and open questions should be analysed at this meeting and hopefully common themes will emerge. These themes can then be used as headers for further quick engagement at the Village Fete.	No Action

STRETTON ON DUNSMORE PARISH COUNCIL

PARISH CLERK – HELEN STEWART

3 ORCHARD WAY, STRETTON ON DUNSMORE, CV23 9HP

clerk@stretton-on-dunsmore-parishcouncil.gov.uk
https://stretton-on-dunsmore-parishcouncil.gov.uk/