

**Meeting of Woodford Neighbourhood Forum**  
held at the Community Centre 7:30 pm Monday 13 June 2016

Attendance	Present	Apologies received
Mr Robin Berriman (RBB)	√	
Mr David Buszard (DB)	√	
Mr Paul Rodman (PR)		Corresponding
Evelyn Frearson (EF)	√	
Mr John Knight (JK)		
Mr Paul Goodman (PG)	√	
Mr Terry Barnes (TB)	√	
Mr Bryan Leck (BL)	√	
Mr Roger Burton (RBU)		√
Mr Robin Brammar (RBR)		Corresponding
Mrs Dorothy Chesterman (DC)	√	
Ms Jane Sandover (JS)	√	
Mrs Jude Craig (JC)		
Ms Maxine Wood (MW)		√
Mr Ron Beatham (RBe)	√	
Mr Alan Bramwell (AB)		Corresponding
Mrs Janet DeVeChis (JDV)		√
Mrs Morag White (MWh)	√	
Mrs Doreen Neil (DN)		√

\*Corresponding members wish to be kept in the loop but cannot routinely attend meetings

	Action
<p><b>1. Welcome</b> TB chaired the meeting and welcomed those present.</p>	
<p><b>2. Apologies</b> RBU, JDV, MW, DN</p>	
<p><b>3. Declaration of conflicts of interest</b> None</p>	
<p><b>4. Minutes from previous meeting on 9 May</b> Approved.</p>	
<p><b>5. Matters arising</b> Mostly covered by agenda items.</p>	
<p><b>6. Next phase for committee and work groups</b> EF explained that the Plan group intends to cease to meet formally and the baton will pass to other groups to progress the plan policies. TB led the committee in a big thanks to the team and briefly outlined the next stages which will include:</p> <ul style="list-style-type: none"> <li>- A team to work on style of policies</li> <li>- Consultation with SMBC</li> <li>- Consultation with residents</li> </ul> <p>DB made the suggestion that it would be useful to keep our local councillors up to date with our progress. The suggestion was supported. DB to arrange.</p> <p>EF to inform David Johnston that we are still working on policies within the committee and will contact him for advice and input as soon as we have an agreed draft.</p>	<p><b>DB</b></p> <p><b>EF</b></p>

<p><b>7. Policies and comments for discussion and decisions</b>  Guidance on writing policies from the Royal Institute of Planners was reviewed. The WNF draft policies and comments on Employment and Development (policies 1-6) were debated one by one. Actions for amendments were recorded in a separate document. The full set of policies was not covered in the time. It was decided that JK needs to be present, if possible, when the draft housing policies are discussed. EF to liaise with JK to find a convenient date and book a suitable venue, preferably on a Monday which is better for the majority of committee members.</p>	<p><b>EF</b></p>
<p><b>8. AGM date</b>  15<sup>th</sup> September 2016 in the Small Hall at the Community Centre at 8 pm was agreed.</p>	<p><b>All</b></p>
<p><b>9. Flyers</b>  The text was reviewed and delivery was postponed because the plan policies need more work.</p>	<p><b>All volunteers</b></p>
<p><b>12. CEC Local Plan Examination</b>  PG noted that EF should respond on behalf of WNF to accept the invitation from the programme officer to attend the hearings which commence on 13 Sep</p>	<p><b>EF</b></p>
<p><b>13. Next meeting</b>  To be arranged a.s.a.p. EF to inform committee members of date, place and time via email.</p>	<p><b>EF</b></p>

Evelyn Frearson 14 June 2016