Ockley Parish Council

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<u>Minutes of NDP meeting 12th August 2026</u>
<u>delayed start time 7.30pm</u>

Present:
Charles Calvert – Parish Councillor
Jason Wright – Parish Councillor
Gary Swindle – Parish Councillor
Colin Seelig
Jonathan Richards
Catherine Dampier
Jane Waugh
Philippa Sleap
Richard Edgecliffe-Johnson

Amanda Barclay – Parish Clerk
Lesley Fletcher – RFO and temporary clerk

Apologies were received from: James Lee-Steere, Colin Troughton, Vernon Trefry and James Garside.

1. **Welcome:**

The clerk welcomed all to the meeting and advised of apologies received.

2. **Chairmanship of group:**

It had been discussed that the best option would be to have 2 Co- Chair positions that should be taken by Jonathan Richards and Charles Calvert. This was agreed by all persons present at the meeting.

2A. **Terms of Reference (ToR's):**

Discussion took place over the suitability of the ToRs. It was acknowledged that the Parish Council had approved the current ToRs. The ToRs were adopted for the SG and RE-J & CD would propose an amended version for consideration by OPC and SG.

3. **Visions & Objectives (V&Os):**

Work on the V&Os had been based around the 2022 V&O headings. The Steering Group (SG) voted to accept the 2026 V&Os that had been circulated to all on the Slack app. It was further agreed that completed and adopted documents will be held on a Google Drive, which monitors/records updates and changes. The Google Drive will be operated by the SG and amendments to any documents must be approved by the SG.

4. **SWOTs (Strengths, Weaknesses, Opportunities, Threats)**

It was agreed that the next stage of the visions and objectives is to build on the current SWOTs prepared by the SG. These had been circulated in the Slack app. The SG will now go out to the village for views and considerations of the wider community.

4A. **Next Steps:**

<u>a, publication to the wider village.</u>

It was agreed that the next step is publication of the V&Os to the wider village. An article for WOOF magazine had been worked in the preceding days and Catherine Dampier gave an explanation of the article. All agreed that it should proceed for publication in the September/October issue of WOOF. A basic Survey Monkey Form had been set up by the Clerk and access to this would be handed over to

the SG for completion with the survey questions which were yet to be discussed and decided on by the SG. Philippa Sleap and Catherine Dampier were to work on this and present questions to all in the Slack app for approval.
It was discussed that the SG wanted a meeting with James Garside either by Teams or in person in order to discuss the SWOT analysis prior to the survey going live to the community. It was agreed that CC, CS & RE-J would meet with James G and that CS was to prepare an agenda for the meeting. Charles Calvert was to share with the SG the terms of James Garsides appointment.

<u>b, communication timetable – Community Engagement Plan (CEP)</u>
Communication with the community would take place using the OPC Facebook page, the village notice board, OPC website and WOOF magazine. A first draft of the CEP would be made available in the Slack app for approval.
The SG will give a written update on SG progress to the Clerk ahead of each meeting of the OPC (bi-monthly)

5. AOB

The date of the next meeting was agreed as 23rd September 2026 at 7pm
Jonathan Richards was charged with producing an agenda for this.

Meeting closed at 21.38pm.