

## Minutes of the Neighbourhood Plan Steering Committee Meeting – 25<sup>th</sup> October 2016

All,

Here are my notes and actions from the above meeting.

Present: JM, CF, MS, TB, CR, LB, JS

Apologies Received: CH, DC, AG

1. The minutes from the meeting of 20<sup>th</sup> October were reviewed and agreed

2. Status of draft plan and next steps. This was discussed with LB based on a draft table of contents that the SG had produced. This is attached with an indication of who has the responsibility for writing the various sections. Please let JS know of any corrections/changes to this by return so that we can ensure full understanding and acceptance.

The previous draft plan as issued by LB was asked to be circulated again and so this is attached. LB emphasised that completing the site assessments using the template produced for our last meeting was the most important activity for the SG to perform as this will enable her to move forward with the policies. It was agreed that the SG would work on these as a priority (see below). A discussion took place on whether HDC will provide maps for inclusion in the Plan. This could also be done by LB but at our cost. An alternative was also discussed re using the Getmapping organisation in the village.

LB will define which maps are required and JM/CR will contact HDC/Getmapping for possible assistance.

3. Site assessment and selections - the sites as documented in our previous meeting were confirmed as being the list that we will be moving forward with. TB has performed an assessment of one of these (James Farm) and although a couple of open points need resolution this is largely complete. It was agreed that we would review the original call for sites responses again as part of this activity to ensure any assumptions are in line with what we have been told. If necessary we would contact the land-owner or agent directly. From the work that TB has performed and our review it was agreed to modify the template slightly to include a new evaluation assessment for off road parking. The revised template is attached.

It was agreed to have a follow on meeting on this activity as described in section 6 below

4. Parish Council meetings - CF confirmed the 14<sup>th</sup> Nov and 5<sup>th</sup> Dec for review meetings with the PC planning and full committees. For the 14<sup>th</sup> Nov meeting JM requested for the overviews to be given by the PC representatives of the Steering Group and that she did not plan to attend this meeting. JS offered to participate in this meeting. LB confirmed that the draft plan will be available for the 5<sup>th</sup> December meeting.

5. AOB - MS confirmed that he has accumulated approx 100 photos of the village and community events that can be used for selection into the formal Plan. LB will advise what is required as the plan progresses.

There was also a discussion on the document that CF has produced on Health and Wellbeing prior to his meeting with Dorothy Harvey on Thursday 27<sup>th</sup> Oct. TB has some specific comments to this and agreed to send them to CF directly.

For the formal Plan document it was agreed that the scope should be as broad as possible to reflect all aspects of this topic.

**6. Date of next meeting - 26<sup>th</sup> October 4.30pm** - sub group meeting to specifically review the remaining proposed sites. The subsequent full SG meeting (including LB) will be on **Wednesday 9<sup>th</sup> November at 6pm**