

Neighbourhood Plan Steering Group Meeting Tuesday 16 August 2016

Pavilion, Denstone College

Present

Jacquie Payne, Cavell Portman, Clive Keble, Pauline Dolan, David Brown, Bob Beaumont, Antony Whomersley, Angela Snow, David Boden, Edward Edmonds

1. Apologies

Emma Gerrard, Jenny Richardson.

2. Minutes of 28 June

Accepted as a true record.

3. Any changes to steering group contact details

Emma Gerrard is moving to a new job in Swindon and will no longer be able to attend meetings. It was agreed to accept her offer to continue with the Facebook page. **ACTION BB**

4. Matters arising

a. Contact with village organisations. The updated details of contacts had been emailed to CK and would be included in the Consultation Statement. Members can continue to update organisations but there is no longer any need for this to be recorded. Item discharged.

5. Submission Documents

The submission version of the Policy Document had been circulated prior to the meeting. The changes were as the result of the six week consultation comments and had been highlighted in red. CK went through the changes. Additional clauses had been added to SB1 as a result of comments by SCC. The reference to Part M of the Buildings Regs in H2 may be removed by the examiner. Descriptions had been added to the non heritage assets. After some minor changes the document was approved. Final checks are to be made then the document emailed to BB so that it can be circulated to Parish Cllrs with a deadline of 5pm on Sunday 21 for comments. **ACTION CK & BB.**

The Consultation Statement, Basic Condition Statement Determination Statement and Character Study were projected and briefly explained.

6. Newsletter No. 5

A draft had been circulated. Various changes were agreed. Final version to be emailed to BB for printing. **ACTION CK & BB.** JP agreed to carry out distribution for AS. To take place next week.

7 Proposed programme for completion and submission of the NP

Document circulated by CK. This had been revised as a result of the proposal by COH that the plan be submitted to ESBC on 22 August in order to achieve a Referendum in February 2017. A consequence of this was that Parish Council approval is required in advance of their

meeting on 6 September. Hence the action detailed in 5 above. Locations of the hard copies for the Reg 16 consultation needs to be on the website. **ACTION BB.** The proposed text of the email to consultees and landowners was agreed. Mark Parkinson SCC would be emailed the next day and landowners during the following week. **ACTION CK.** The Steering Group can comment on the choice of examiner. An example of an examiner's report was shown.

8. Suggested NP display for Denstone Show

Document circulated by CK. The proposals were agreed. Space would be allocated at the end of one of the marquees. Laminated copies of the newsletter to be provided. **ACTION CK.** Loan of blue boards to be requested and a rota circulated. **ACTION CP.**

9. Funding update

An End of Grant Report form was being completed for the A4A grant. The number of days to complete the programme suggested an overspend of £400-500 although one day may not be needed. Parish Council funding for this to be investigated. **ACTION EE.**

10. Any other business

None.

11. Date of next meeting

Tuesday 15 November Denstone College

Meeting closed 8.25 pm