

## NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

DRAFT MINUTES OF MEETING HELD  
7pm Thursday 2<sup>nd</sup> September 2021  
The meeting was held at village hall.

Present Dr C Fabray (Chair), Mr P Crysell, Ms V Harman, Cllr I Hooper, Cllr B McEldowney, Mr P Sharp, Mr R. Eccles, Cllr G. Blackmoor.

1. Chairman's Welcome  
Dr Fabray welcomed everyone to the meeting. He told the meeting that he would be standing down as Chair after the referendum has been completed.
2. Apologies for absence  
Apologies were received from.
3. Declarations of Interest (Members' Code of Conduct)  
None
4. To consider members' written requests for dispensation, if requested  
None received.
5. Resignation of councillor – Mr Dean West  
The resignation of Mr West was noted.
6. Adjournment of meeting for Public Question Time  
There were no members of the public present.
7. Previous Minutes.  
**It was agreed** that the minutes of the meeting on 13<sup>th</sup> May 2021 be approved.
8. To formally accept the examiner's report on the Neighbourhood Plan  
**It was agreed** to formally accept the examiner's report.
9. To formally accept the referendum version of the Neighbourhood Plan  
**It was agreed** to formally accept the report.
12. To consider and accept the BDC's Election Team's referendum date of 7<sup>th</sup> October 2021  
**It was agreed** to the referendum arrangements.
13. To review publicity material for Neighbourhood Plan Referendum  
Dr Fabray presented the summary leaflet of the Neighbourhood Plan and Referendum flyer and these documents were accepted with no changes. Cllr B McEldowney **confirmed on behalf of the Parish Council** that these publicity documents can be printed based on the quotations received from Dr Fabray. The parish magazine layout was briefly discussed and it was noted that the referendum notice is on the second page of the magazine. Cllr I Hooper offered to print a number of A4 laminated posters of the referendum flyer for distribution to Steering Group members and **it was agreed** that this offer was accepted.

14. To organise arrangements on Referendum Day

**It was agreed** that no organised action should take place.

15. To agree date of next meeting

**It was agreed** that the date of the next meeting would be Thursday 21<sup>st</sup> October 2021.

The meeting closed at 20:20 hrs