

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

DRAFT MINUTES OF MEETING HELD
7pm Thursday 13th May 2021
The meeting was held at village hall.

Present Dr Chris Fabray (Chair), Mr P Crysell, Ms V Harman, Cllr I Hooper, Cllr BMcEldowney, Mr P Sharp, Mr R. Eccles, Cllr G. Blackmoor, Cllr S. Osman.

1. Chairman's Welcome
Dr Fabray welcomed everyone to the meeting.
2. Apologies for absence
Apologies were received from Cllr D. West and Mr P. Fisher.
3. Declarations of Interest (Members' Code of Conduct)
None
4. To consider members' written requests for dispensation, if requested
None received.
5. To welcome new councillor – Mr Dean West
Mr West gave his apologies.
6. To appoint a Lead Councillor
No appointment made.
It was agreed that Cllr McEldowney discusses the appointment with Cllr S Osman and would act as Lead Councillor in the interim.
7. To Co-opt Mr R Eccles as a member of the Steering Group
It was agreed that Mr Eccles was co-opted to the Steering Group.
8. Adjournment of meeting for Public Question Time
There were no members of the public present.
9. Previous Minutes.
It was agreed that the minutes of the meeting on 2nd December 2020 be approved.
10. To receive an update on the Regulation 16 Consultation held by BDC
Dr Fabray summarised the representations received saying that 4 developers, wishing to build houses in the parish, have been identified from these representations.
11. Progress with examiners report on Neighbourhood Plan
Dr Fabray noted that an examiner had been appointed, no questions of clarification had been received to date and the examiner is making an unaccompanied visit this week. It is expected that a final draft of the examiner's report will be received in June. Mr P Crysell commented on the errata document that was submitted to the examiner. Within this

document is a representation made by Savills, on behalf of landowners, which was not included in the regulation 14 consultation. There is a possibility that due to this omission, consultation periods will need to be rerun. Mr R. Eccles asked about the timetable that follows and was told that as long as the examiner's report is positive the likely time for the referendum is in the Autumn 2021.

12. Appointment of Project Officer

The proposed job description of the project officer was considered, resulting in discussions about committees and steering group organisation, reporting links and accountability and the job's pay and conditions.

It was agreed that the job would not be advertised until after the referendum.

It was agreed to accept the job description, subject to the deletion of the sentence, "The immediate focus will be to ensure the successful outcome of the Referendum to gain acceptance of the Neighbourhood Plan (NP) by the local community."

It was agreed the Parish Clerk will be asked to investigate the options available for advertising the post.

13. To agree a time, date and venue for the next meeting

It was agreed that the date of the next meeting be deferred until receipt of examiner's report.

The meeting closed at 20:20 hrs

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Chairman, Neighbourhood Plan Steering Group

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Date