

Notes of the Neighbourhood Planning Meeting
Wednesday 8th November 2017
7.15pm. Ickwell Village Hall

NPNPSG Members Present: Phil Sandell (PS Co- Chair) Helen Papworth (HP) Co-Chair
 Stephanie Bennett (SB)(Vice Chair), David Milton,(DM), Tony Dawson (TD),Jonathon
 Payne (JP),Irene Ward (IW), Shirley Mullen (SM)

	AGENDA ITEMS	ACTIONS
1	Apologies received Mark Lewis, John Crawley, Graham Hopton, Jill Parker, Richard Cass.	
2	Declarations and possible conflicts of Interest PS Housing, HP,TD,DM Site 20	
3	Minutes Minutes of the meeting on 17 th October were approved and signed. Matters arising All matters arising would be dealt with on the current agenda.	
4	Section 14 Pre Submission Statutory Consultation <ol style="list-style-type: none"> 1. PS presented a proposed Consultation Strategy document listing all the jobs needed to prepare for the consultation, conduct it and respond to the results . IR proposed to accept the strategy, SB seconded it and it was approved unanimously. 2. JP proposed that the consultation period start on 1st January 2018, seconded by DM and agreed unanimously. 3. The process of supporting the consultation was further discussed and decisions made about the involvement of BRCC and Luke Sandler (LS) our website designer. It was agreed that <ul style="list-style-type: none"> • LK should be asked to liaise with Jemma McLean (JM) of BRCC in creating a link to BRCC website and also to maintain and trouble shoot the website throughout the consultation period. • JM to be asked to set up a system for conducting the consultation on the Plan and its policies including collecting data • JP to design template for public and statutory consultees and other interested parties including character limitation on response boxes and titles of each policy. 	<p>Agreed</p> <p>Agreed</p> <p>Agreed</p> <p>PS</p> <p>SB</p> <p>JP</p>

5	<p>Pre-submission Neighbourhood Plan and Appendices</p> <p>The presubmission NP and Appendices were examined and various minor corrections identified. It was also agreed that the Plan and Appendices should be published as two separate documents because of their size. The AECOM Report would need to be included in the Appendices .PS to tell KL</p> <p>In the recognition that there would be likely amendments required by perusal of the AECOM Report it was proposed by JP and seconded by SM that the Neighbourhood Plan be approved and to recommend its acceptance by NPC .The motion was agreed unanimously. HP to action at next NPC meeting.</p>	<p>Agreed</p> <p>HP</p>
6	<p>AECOM</p> <p>The report has yet to be received. Amendments to Housing policies were anticipated. SB to chase up.</p> <p>Project Team will scrutinise when received and bring recommendations for Textual modifications in the NP to the next SG meeting.</p>	<p>SB</p> <p>PT</p>
7	<p>Financial Report</p> <p>HP presented the financial report prepared by GH.</p> <ol style="list-style-type: none"> 1. The £6000 grant from Locality had now been secured and should be in the NPC bank account in the next few days 2. £3000 of this had already been allocated. 3. The 2016/17 allocation from NPC still had funds to be allocated 4. A contingency for 2017/18 from NPC had been identified but not allocated 	
8	<p>AOB</p> <ul style="list-style-type: none"> • HP to secure owner's permission to include photo of Home Barns • PS to ask KL if size of NP file could be reduced for easier download. • Printing costs to be investigated by SB • JP to liaise with JM re uploading of response sheets 	<p>HP</p> <p>PS</p> <p>SB</p> <p>JM</p>
9	<p>Date and time of next meeting</p> <p>tba</p>	

Be Sanded

27. 11. 2017