

**Notes of the Steering Group and Project Working Group
Neighbourhood Planning Meeting
Wednesday 16th May 2018
10.00 AM, Methodist Hall, Upper Caldecote.**

	AGENDA ITEMS	ACTIONS
1	NPNSG Members Present: Cllr Helen Papworth (Chair) (HP) Stephanie Bennett (Vice Chair) (SB), Jon Payne (JP) Mark Lewis (ML), Shirley Mullen (SM)	
2	Declarations of Possible Conflicts of Interest None	
3	Minutes of the last SG Notes of last SG meeting 02.05.18	
4	Policies Reviewed NP 21: minor changes to text, strengthen policy 21 (5); provide list of Community Assets. NP22: minor adjustments to text; insert reference to "Archaeology", confirm usage of Historic England website guidance; consider insertion of terminology glossary.	ML
8	Date of next SG meeting: 21st May 10.00 AM, 17 The Green	

**Notes of the Steering Group and Project Working Group
Neighbourhood Planning Meeting Wednesday 21st May 2018
10.00 AM, 17 The Green, Ickwell.**

1	NPNSG Members Present: Cllr Helen Papworth (Chair) (HP), Jon Payne (JP) Mark Lewis (ML), Shirley Mullen (SM), Graham Hopton (GH), Richard Cass (RC) Apologies: Stephanie Bennett (Vice Chair) (SB)	
2	Declarations of Possible Conflicts of Interest None	
3	Policies Reviewed NP 20: no major changes. NP 19: No major changes. NP18: (3) slight adjustment to text NP 17: Issue of whether Green Infrastructure Plan should be included in Plan (as appendix) NP 16: No major changes NP 15: Change by removing named woods in title, but insert into subtext. NP 14: remove entire Policy Box from 7.5 and insert into 7.4 NP 13: Local list of Community Assets to be added to section 8.5. Hatch Common to be added to list.	HP
4	Date of next SG meeting: 23rd May, 14.00, Methodist Hall, Upper Caldecote	

Original signed