

Actions/Notes generated at the PWT meeting, Methodist Church Hall

5th February 1.30pm -3.00pm

Present- GH, JP,ML,RC, IW, HP - apologies SB

1. Finance report- check who vired £125, as not HP or GH **GH**

2. Neighbourhood Plan

- a) Revisions to text –NPC amendments have been dealt with by SB. Check that latest version (version 3) has been sent to all SG members **SB/HP**
- b) Executive Summary – NPC are agreeing its addition to the Plan, has been inserted into version 3 in front of the Index and Glossary **HP**
- c) Observations – Alison Eardley and Chris Navigus looking at Plan on Weds Feb 8th. Their comments will have to be included in the draft Plan consultation, as final version of Plan now live. **SB/HP**
- d) Graphic Design – HP, SB to look at the size of the site assessment appendices and to ensure Jemma has AECOM report . **HP/SB**
- d) Appendices – concerns re size of document. Suggested that appendices are itemised individually on website **(When agreed) JP**
- e) Also - generate our own set of appendices to put on a central table at the consultation events **HP to obtain some more copies of the Ickwell and Northill Conservation documents.**
- f) Technical co-ordination BRCC and Web Designer
JP to add in a general comment block at the end of the parishioner consultation template, limited to 50 words, and a statement at the beginning of the document drawing people's attention to this.
JP sending Jemma the completed template with all the current policies listed, expects BRCC to return Feb19th - to ask to let us know if completed any earlier

JP

3. Consultation Events

i) Northhill Parish Information Leaflet - The wording was amended, as were the times of the consultation meetings. Northhill Village Hall(Sat pm), March 3rd tbc. Leaflet would be printed and delivered at a expected maximum charge of £350. (Printing ~£125, Delivery £225)

HP

Dates of consultation meetings to be in the next edition of the Village magazines. **HP**

ii) Banners – UC banner unproductive. HP- check cost of one banner for Northhill **HP**

iii) Room hire – MCH booked (JP) for Fri March 2nd, pm & evening, Northhill Village Hall tbc

HP

iv) Displays – Previous May Day posters usable at consultation events, borrow the A frame

from BRCC

HP to request, anyone to collect

4. Document Printing Quotes required for:

HP/SB/?Anyone else

- a) 10 x 72 page NP (colour, maps, spiral bound)
- b) Appendices 107 pp – see above!
- c) Section 1-3 x2
- d) Section 4 and 5 x4 of each
- e) Section 6,7,8,9,10, 11 x2 of each
- f) Site Assessment Report – review, ??no of copies

5. Other Actions

Email address - HP to send a “Spoof “ E mail document to committee members in Northhill and Ickwell to ensure their slow Broadband allows this to be downloaded and opened

HP

GH to send E mail from NPP web address and check received

GH