

## MINUTES OF THE NEIGHBOURHOOD PLAN STEERING GROUP MEETING

### Zoom meeting, 1 Feb2021 .

**PRESENT:** Linda Hiscott, Chair; ; Eric Benton; Hilary Ashby, Vivien Riddle; Paul Buckley; Chris Ashby, Mark Brookes Sally Chapman

**APOLOGIES** Jerry Parker Stuart Thomson Mary Koukkoulis Caroline Brady-Watts

<p>1. <b>Minutes</b> Notes of the previous meetings will be circulated</p>	<p><b>PB LH</b></p>
<p>2 It was recognised that not all members were able to join in zoom meetings. Linda agreed it was important that all members were kept up to date and continue to receive all circulated documents and progress reports. Everyone can still continue with the Working Groups.</p> <p>3 <b>Draft Plan</b></p> <p>Eric confirmed that the PC fully endorsed the draft plan and the Green Spaces Audit and outcomes</p> <p>4 The owners of all the Green Spaces in the DNP have not yet been identified. There is a need to progress this. Eric and Viv to continue to seek to identify owners. Plans to be sent to Mark who may have additional knowledge.</p> <p>Sally advised if owners can be found letters must be sent. If they cannot be found then the Consultation Report should state this clearly. The Strategic Gap are was particularly important and every effort should be made for this area.</p> <p>5 <b>Green Space Audit</b></p> <p>The Green Space Audit is virtually complete. Sally advised it was important to show clearly the route from Howards Close to the Dragon Wood.</p> <p>6 <b>SEA and Habitat assessment.</b></p> <p>A consultant has been identified for this work. Eric confirmed finance was available. Eric will now commission the work.</p> <p>The Green Space could also be included,</p>	<p><b>All</b></p> <p><b>EB VR MB</b></p> <p><b>VR</b></p> <p><b>EB</b></p>

Sally advised this work would take up to 6 weeks. This will impact on the consultation timetable and it was considered to now be in April.

**7 Consultation Plan and Regulation 14 checklist**

Sally displayed a schedule of work required for the consultation process as required by Reg 14. This has been circulated.

Chris Hilary and Viv to form a sub group to compile an action plan and dates. The following ideas were discussed.

Banners with end dates were used effectively in Maulden and Haynes. Linda to approach Jerry.

Sally recommended looking at Sutton and Maulden approach. (not Willington)

Good use of Homewatch essential. Wording must be with Jackie LLoyd by 21 february. Distribution and returns were an issue

The consultation Doc to be brought up to date

Sally to provide a template for on-line responses

Unlikely to be able to hold an open event during lockdown

All info of SG meetings to be available on line, Eric to discuss with PC about these being on the PC website

All responses will be coordinated and summarised by Paul

**Next meeting** March 8 still likely to be on line.

Meeting concluded.

Signed

**LH**

**SC**

**LH**

**EB**

**PB**

**ALL**