

Notes of PPC Neighbourhood Plan Steering Group held in the Village Hall

25<sup>th</sup> October 2016 at 7.30pm

**Present:** Nick Beaumont, Tony Hutson, Denise Miller, Chris Burgon (Secretary), Catherine Jackson (Acting Chair), Mike Wood, Estelle Maisonnial (LDC)

**Apologies:** Reg Stone, Faustina Bayo, Rob Banks, Allison Keech (Keech Planning)

**Members of the Public:** 5

The Chair invited members of the public to ask questions but stated that in line with Parish Council procedures the public would be able to observe but not participate in the rest of the meeting. The Steering Group would do its best to respond to the questions but reserved the right to do so at a later date if further research or consultation was required.

**1. Declaration of interests.** None

**2. Questions from the Public.** A member of the public read out a statement expressing concern about the some aspects of the governance of the Steering Group which he will be forwarding to the Parish Clerk. **Action: The Chair agreed that these were important issues which needed to be resolved and would discuss them with the Parish Clerk and Chair of the PC.**

**3. Minutes of the meeting held on the 17<sup>th</sup> October 2016.** The minutes were agreed. Matters arising were:

- Chairing the Steering Group. CJ has discussed the acting chair role with Nick Beaumont and it was agreed that they would share the task.
- CJ emailed the Agents for Sites 2.1 (Race Course) and 2.5 (South of Railway). The agent for 2.1 has responded that plans are being developed to deal with the issue of access and that these will be discussed with ESCC. The agent for 2.5 has informed us that the owner is currently too sick at to give him instructions to carry out the necessary work. **Action: CJ will write again to the agent to say that we must have a response by the end of November otherwise the site will have to be withdrawn from the plan and replaced by the reserve site.**

**4. Review of the comments from the Statutory Consultees.** The Steering Group discussed the summary table of comments and suggested responses from the SG prepared by AK. Each comment was reviewed and the suggested response was either agreed, modified or identified as needing further information and/or discussion and steering group members who would do the work were identified. **Action: CB will begin the work of producing the final version of the table for publication on the**

**website asap.**

**Dates of next meetings: 2<sup>nd</sup> November and 23<sup>rd</sup> November at 7.30pm in the village hall.**