

**Minutes of Meeting of Neighbourhood Plan Steering Committee
held on Monday 18th December 2023, at 7.30pm, at the Village Hall**

Present: Councillor A Fletcher (AF) (Chair), J Fletcher (JF), R Sheen (RS), A Knight (AK) and W Rudd (WR)

Minutes: C Callen (Clerk, Barton-le-Clay Parish Council) (CC)

1. Welcome and Introductions

AF welcomed everyone to the meeting.

2. Apologies for absence

These were received from J Irwin, N Day and S Oxley

3. Declarations of Interest

There were no new declarations.

4. Matters arising from previous meeting

CC advised that The Greensand Trust are finalising the last mapping changes before completing the Green Infrastructure Plan.

A quote has been obtained from Prestige Design & Workwear for fleece jackets to be ordered for members to wear when promoting the Neighbourhood Plan – maximum cost £342 plus VAT.

ACTION – CC to clarify colour availability and sizing before ordering.

Members discussed using outside the Co-op and the Library to promote the Plan during the Regulation 14 Consultation.

ACTION – CC to check with the CBC Neighbourhood Planning Officer regarding expectations for the consultation.

5. To approve the Minutes of the meeting held on 6th November 2023

The minutes were approved.

6. Review of the full Draft Neighbourhood Plan

Aecom have provided the final version of the Design Guide, following its approval by Locality. Unfortunately, they have not amended the 'Norman Road' area to 'Housing North', as requested back in October.

ACTION – CC to request the document is amended.

Members then discussed the draft Plan v2.0. JF had made amendments following the last meeting and a copy had been emailed to members ahead of the meeting. A few further amendments were suggested, particularly around the Housing Needs Survey data on affordable housing needs.

7. Agree next stage

It was agreed that JF and CC would update the Final Plan based on the feedback provided. Prior to Regulation 14, JF has approached the CBC Neighbourhood Planning Officer to see if BRCC would be able to provide an independent proof-read of the document, including grammar, spelling and understanding. A response is awaited.

The final documents will be circulated to all members and a copy put to the Parish Council for approval.

ACTION - CC to chase up CBC or contact BRCC directly to see if they could assist with the proof reading.

8. Date of next meeting

It was agreed not to set a further meeting date until the timescales are clearer in the New Year.

The meeting closed at 8.20pm