

Neighbourhood Plan Working Party

Meeting, Spencer Room

7.30pm on Monday 13th August 2018

Minutes

Those in attendance: R. Hughes, M. Inskip, S. Partington, L. Dupre, A. Marking, S. Smith

Apologies: L. Stubbs, K Brownell

1. Review of actions from previous meeting:

Previous Action: Rosie to provide a list of names of people who have been involved in the Neighbourhood Plan working party

Done (action closed)

Previous Action: Ian to create a fifth draft of the Neighbourhood Plan to be presented to the Parish Council's full council meeting 26th June 2018.

Done (action closed)

Previous Action: Rosie to arrange the printing of 30 copies

Done (action closed)

Previous Action: Mark to write a section for the centre of the newsletter

Done (action closed)

Previous Action: Rosie to provide an article for the Pepperpot

Done (action closed)

Previous Action: Rosie and Melissa to arrange the parentmail

Done (action closed)

Previous Action: Rosie to post announcement on the Parish Council website, posters and Facebook group announcement

Done (action closed)

Previous Action: Mark to update the Neighbourhood Plan website

Done (action closed)

Previous Action: Stan to arrange distribute the hard copies of the Neighbourhood Plan

Done (action closed)

Previous Action: Mark to create an online copy of the survey

Done (action closed)

Previous Action: Rosie to consult Linden Homes and Endurance Homes on the draft NP

Done (action closed)

Previous Action: Lisa to identify contact names for the businesses on the business parks

Done (action closed)

*Previous Action: Ian to provide the wording for the notification of the statutory consultees
Done (action closed)*

*Previous Action: Rosie to create and send email to the statutory consultees
Done (action closed)*

2. Pre-Submission Consultation:

The Neighbourhood Plan consultation started in July.

Currently two paper copies and 19 online copies have been received.

Of the statutory consultees National Grid, Natural England and Marine Management have responded.

Action: Rosie to check whether the next edition of the Pepperpot will be distributed before the 10 September deadline and if it will be then will submit a suitable article

Action: Rosie to arrange for an A3 poster and printed out surveys for Party in the Park

3. Preparing for the Submission to the Local Planning Authority:

The next step after the end of the consultation will be to prepare for the formal submission of the Neighbourhood Plan to East Cambridgeshire District Council.

Ian Poole is creating a Basic Conditions Statement which will need to be reviewed in light of any plan changes.

Rosie has been working on creating the Consultation Statement. This now contains all of the past consultation activities.

Action: Rosie to complete the tidy up of the Consultation Statement and then email to working party members

Once the pre-submission consultation has closed the Consultation Statement will need to be updated logging the consultation comments and feedback.

The Neighbourhood Plan itself will be updated based on the feedback to the consultation comments. It is planned to do this at the working party meeting in September.

Ed Dade at ECDC is looking into the Strategic Environmental Assessment and the Habitats Regulations Assessment.

4. Status of New Grant Application

Rosie submitted the grant application and the Parish Council has been awarded a further grant of £6517.

Date of Next Meeting: 7.30pm at The Glebe. Monday 19th September 2018.