

WENHASTON WITH MELLS HAMLET.

NEIGHBOURHOOD PLAN CO-OPTED SUB GROUP.

Minutes of the Neighbourhood Plan Co-Opted Group meeting 15 held at 9.30 am in the Village Hall on Monday 5th December, 2016.

1. Sub group Attendees: J. Claxton (JCI), R. Claxton (RCI), B. Norrington (BNo), P. Corbett (PCo), D. Corbett (DCo), L. Spindler (LS).
2. Minutes of meeting Nov 14th 2016 approved.
3. No matters arising from minutes not on the agenda
4. Actions table reviewed as below

Actions Agreed from Meeting Held on November 14 th 2016				
	Action	Respons	Deadline	Met
M14/1	Review Chapter 11 and associated policies	BNo	5.12.16	Met
M14/2	Update the Plan with Capitalised statements as above	RCI	5.12.16	Ongoing
M14/3	Conclude collation of public responses.	JCI	5.12.16	Met
M14/4	Restructure Policies and Strategies	RCI	5.12.16	Ongoing
M14/5	Clarify Assessment Requirements	PCo	5.12.16	Ongoing
M14/6	Construct Consultation 3 results document.	RCI	5.12.16	Ongoing

5. Review update of draft plan progress to date.
Work has been going on collating and rationalising results of the consultation and preparing for amendment of the Draft Plan. This will be ongoing for the next few weeks.
6. Review The Street Conservation Area plan
This is an initiative endorsed by Robert Scrimgeour of SCDC, but is one that has to be led by the Parish Council. Agreed that BNo will prepare a brief to present to the PC at their February 15th meeting.
7. Review Parish Council adoption of Draft Plan.
Agreed that we need to fully update the Draft Plan before this can happen. Also agreed that we will try to book a meeting with Laura Munday of SCDC early in January to review the latest update, to then present to the PC for adoption at their February 15th meeting.
8. Discussion of next steps, associated deadlines and task list

Next steps as at 4, 5, 6 and 7 above and task list as Actions Table below

Actions Agreed from Meeting Held on December 5 th 2016				
	Action	Respons	Deadline	Met
M14/2	Update the Plan with Capitalised statements as above	RCI	9.1.17	
M14/4	Restructure Policies and Strategies	RCI	9.1.17	
M14/5	Clarify Assessment Requirements	PCo	9.1.17	
M14/6	Construct Consultation 3 results document.	RCI	9.1.17	
M14/7	Check Assessment Requirements	PCo	9.1.17	
M15/1	Incorporate Historic England comments into Plan	BNo	9.1.17	
M15/2	Write Street Conservation brief for PC	BNo	9.1.17	
M15/3	Arrange meeting with SCDC Planners	PCo	9.1.17	
M15/4	Construct draft Strategic Environmental Assessment	PCo	9.1.17	
M15/5	Second consultation list to RCI	PCo	9.1.17	
M15/6	Rationalise and amend Draft Plan	RCI	9.1.17	

P. Corbett

9. Next meeting January 9th 9.30am Village Hall

11. AOB. None.