

Stanwick Neighbourhood Plan Steering Group

Minutes to the meeting held 21st July 2015

Present Sue Bister
 Bob Bister
 Nick Peck
 S Kitchener
 Mark Partrick
 Dave Munday
 Jenny Hodgson

Note: all actions will be detailed at the end of these minutes.

1. Apologies for absence

Apologies were received from Sylvia Glanville Hughes and Amanda Michel

2. Review of actions point from 30/06/15

Progress reports were given on the action points.

3. Report re the overall progress against the outline plan schedule

The report was not available at the meeting and will be issued shortly.

4. Community Resource Planning – review of the report

No outstanding issues were identified at the meeting.

5. Issues, corrections, additions on any of the reports/documents at or nearing completion

- Visions & Objectives
- Services & Facilities Report
- Business Consultation
- Open Space Audit
- Design Statement
- Housing Policy Options
- Parish Profile (ACRE Document)

The only comment that was made was that the policy wording regarding the settlement boundary would need to be carefully worded.

6. Outline plan for the public consultation in the autumn

It is proposed to hold a public consultation event on the completed reports and draft policies.

The consultation will be held in the village hall on Saturday 7th November.

It was suggested that there are pre-printed comment slips with collection boxes. Comment slips should be colour coded to match policy topic colours for ease of completion and collation.

The Playgroup could be asked to provide refreshments.

Enquiries should be made to see whether SVRG would like to be involved in the event.

7. Policies formulation & 'screening'

It was noted that guidance had been issued on how to write policies.

Nick is working on a policy options document that all members of the steering group were encouraged to contribute to.

It was suggested that the tree warden should be asked to suggest a policy with regard to trees.

8. Date of the next meeting

Tuesday 18th August at 7.15pm

Action Plan arising from meeting held 21st July 2015

Action	Who	By when
Draw up a list of potential policies	All	18/08/15
Prepare a report of progress against NP schedule for the next meeting	NP	18/08/15
Talk to tree warden about tree policies	JLH	18/08/15