

Stanwick Neighbourhood Plan Steering Group

Minutes to the meeting held 10th November 2015

Present Sue Kitchener
 Graham Roberts
 Sue Bister
 Bob Bister
 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, Amanda Michel, Nick Peck and Mark Partrick

2. Parking survey

The first weeks survey was discussed and the volunteers thanked. It was noted that a few volunteers were relied upon heavily.

The manpower requirements for the second week were discussed.

3. Consultation event 7/11/15

The effectiveness of the event was considered. It was noted that the steering group would need to look at how to boost attendance during the Reg. 14 consultation.

The feedback forms require analysis.

4. Draft Policies

Mr Burton, planning policy officer at East Northamptonshire Council, had provided 'critical friend' comments on the draft policies. This would be circulated after the meeting.

5. Next steps

The potential time plan for the remainder of the plan process was discussed with a tentative suggestion that the Reg.14 consultation period could have a target date of early March. The statutory requirements were considered.

6. Next meeting

The next meeting will be on 1st December 2015 at 7.15pm

Action Plan arising from meeting held 10th November 2015

Action	Who	By when
Examine comments made by Mike Burton and their impact on the draft policies. Prepare for circulation by 25/11/15	DM	25/11/15
Tabulate feedback forms from consultation event, prepare for circulation by 25/11/15	BB, SB & SK	25/11/15
Proof read background document and let JLH know of any corrections required	SB SK	01/12/15
Start putting together a Community Consultation document	JLH	25/11/15