

**Minutes of Stoke Golding Parish Council**

**Neighbourhood Plan Advisory Committee**

Minutes of the 74th meeting of the Neighbourhood Plan Advisory Committee held via virtual conferencing on Monday 23rd November 2020

- **Attendance:** Mervyn Ward (MW) chair, Rachel Terheege (RT), Brian Ninness (BN), Ruth Fisher (RF), Colin Wilkinson (CW) consultant, one resident and one Parish Councillor

**74/1 To receive apologies for absence:**

- It was **NOTED** apologies were none

**74/2 To receive declarations of interest on items on the agenda and dispensations:**

- It was **NOTED** that all members declared an interest as residents of the village and the PC clerk has produced a form for all members to sign at the next actual meeting.

**74/3 To confirm the minutes of the 73rd meeting of the Neighbourhood Plan Advisory Committee:**

- It was **RESOLVED** that the minutes of the NPAC meeting held on 9<sup>th</sup> November 2020 were unanimously **AGREED** and the Chairman signed the minutes of the 73rd meeting as a correct record of the meeting

**74/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:**

- It was **NOTED** there were none

**74/5 To consider procedural matters**

- It was **NOTED** that the future meeting dates were agreed as 7<sup>th</sup> December 2020, 21<sup>st</sup> December 2020, 4<sup>th</sup> January 2021 and fortnightly after that. MW to send a list of dates to March 2021 to TC.

**74/6 To receive the minutes and update from the sub-committee**

- It was **NOTED** that there were no signed minutes from the previous sub-committee meetings

**74/7 To consider the draft Neighbourhood Plan**

The following was **RESOLVED**:

- It was **NOTED** that CW has sent the amended version 8 plus a comparison of changes from version 7 to MW which has been passed to NPAC members for their scrutiny. There have been 4 suggested minor corrections so far and MW asked that he be notified of any other amendments by Wednesday 25<sup>th</sup> November
- It was **NOTED** that version 8 and the list of amendments have also been passed to Parish Councillors in advance of their meeting on 2<sup>nd</sup> December. It was **AGREED** that any further amendments to Version 8 would be sent to P Councillors before their meeting so that they are aware of the final consultation document.
- It was **NOTED** that, despite proposed changes to planning laws, and considering that HBBC have only suggested the need for an additional site, the NPAC will proceed with the proposed Plan. If HBBC insist on changes to the housing numbers as part of their response to after Reg 14, the Plan would have to be amended. This would delay the completion of the Plan.
- It was **NOTED** that there was unanimous agreement to recommend the draft Plan to the Parish Council

**74/8 To consider the plan of work for completing the NP process**

The following was **RESOLVED**:

- It was **NOTED** that BN has revised the time line and the estimated completion date has now moved back to 1<sup>st</sup> October 2021. The dates and deadlines from the start of Regulation 14 to completion are mainly driven by regulatory requirements.

**74/9 To consider funding**

The following was **RESOLVED**:

- It was **NOTED** that there was none

**74/10 To consider consultant matters**

The following was **RESOLVED**:

- It was **NOTED** that there were none

**74/11 To consider Strategic Environmental Assessment (SEA)**

The following was **RESOLVED**:

- It was **NOTED** that CW has included most of the suggested amendments from the SEA into version 8 of the plan. He will send MW a report on the changes required to the SEA Report..
- It was **NOTED** that MW will send this report to AECOM. So they can revise the SEA and issue a final version.

**74/12 To consider future communication and consultation with residents, including the regulation 14 consultation:**

The following was **RESOLVED**:

- It was **NOTED** that the design of the leaflet to the village has been finalised and that the contact details would show emails to the PC clerk and telephone and address details would be RT
- It was **NOTED** that the start date of Reg 14 would be Monday 14<sup>th</sup> December, subject to approval by the Parish Council. This date is also dependant on the printers producing the leaflet in time. If they were given the go ahead on Wednesday 4<sup>th</sup> December and they could supply the finished leaflets within a week, it seemed reasonable to deliver them to households and have a start date by Monday 14th December.
- It was **NOTED** that RT would ask TC to check with the printer the estimated delivery time for leaflets and 30 copies of the NP if they had the detailed copy beforehand. The leaflets are the pressing item, the copies of the NP could wait a few days more.
- It was **NOTED** that RT will collect the leaflets and RF and RT will distribute them to seven deliverers.
- It was **NOTED** that the letter to the 60 consultees is almost ready, as with the leaflet, the contact details need adding. This will be sent via email (or post in a few cases) shortly before the start of Reg 14.
- It was **NOTED** that a comments form will be available on line (or on request). It was **AGREED** to remove the paragraph about being kept updated and to make the request for email and telephone number details optional.
- It was **NOTED** that there is still a lot of work involved to make the evidence base available. RF will see what is necessary but this will be delayed until after Reg 14.
- It was **NOTED** that the NPAC are ready to proceed to Reg 14 if the PC give formal agreement. MW will send RT the official wording of the Reg 14 proposal for the PC meeting.

**74/13 To receive and consider such communications as received by the Chair**

The following was **RESOLVED**:

- It was **NOTED** that there was correspondence from:
- 18/11 RD (HBBC) enquiry regarding Richborough Estates and the land south of Hinckley Road. MW to reply.
- 20/11 RD enquiry on timing of Reg 14. MW to reply

**74/14 To consider items needed to be brought to public's attention**

The following was **RESOLVED**:

- It was **NOTED** that there was none.

**74/15 Public participation – to consider any comments or questions by the public on items on the agenda**

- It was **NOTED** that there was no further comment

**74/16 To consider future agenda items**

The following was **RESOLVED**:

- It was **NOTED** that there was none.

**74/17 Date for the next meeting**

The following was **RESOLVED**:

- It was **NOTED** the date of the next meeting is 7pm, 7<sup>th</sup> December 2020 via virtual conferencing.

The meeting closed at 8.15pm