

**Minutes of Stoke Golding Parish Council**

**Neighbourhood Plan Advisory Committee**

Minutes of the 70<sup>th</sup> meeting of the Neighbourhood Plan Advisory Committee held via virtual conferencing on Monday 28<sup>th</sup> September 2020

**Attendance:** Mervyn Ward (MW) chair, Rachel Terheege (RT), Brian Ninness (BN), and one resident.

**70/1 To receive apologies for absence:**

- It was **NOTED** apologies were received from Ruth Fisher (RF)

**70/2 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.

**70/3 To confirm the minutes of the 69th meeting of the Neighbourhood Plan Advisory Committee:**

- It was **RESOLVED** that the minutes of the NPAC meeting held on 14th September 2020 were unanimously **AGREED** and the Chairman signed the minutes of the 69<sup>th</sup> meeting as a correct record of the meeting.

**70/4 To consider any matters arising from previous decisions of the NPAC not covered by the agenda:**

- It was **NOTED** there were none

**70/5 To consider procedural matters**

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

**70/6 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

**70/7 To consider the draft Neighbourhood Plan**

The following was **RESOLVED:**

- It was **NOTED** that all agreed amendments have been sent to CW to be incorporated into the document with the exception of any relevant changes which may follow from the SEA report

**70/8 To consider the plan of work for completing the NP process**

The following was **RESOLVED:**

- It was **NOTED** that the time plan will be extended because of a delay with the SEA. The plan will be updated following receipt of the SEA Report

**70/9 To consider funding**

The following was **RESOLVED:**

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

**70/10 To consider consultant matters**

The following was **RESOLVED:**

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

**70/11 To consider Strategic Environmental Assessment (SEA)**

The following was **RESOLVED:**

- It was **NOTED** that IK from AECOM reported that the draft report was likely to be prepared by early October and but it needed to go through the formal review which would be completed before sending it to the NPAC

**70/12 To consider future communication and consultation with residents, including the regulation 14 consultation:**

The following was **RESOLVED**:

- It was **NOTED** that the communications plan had been sent to HBBC, the list of consultees was sorted and the printing costs were agreed.
- It was **NOTED** that advice on accessibility had been sought from RCC, HBBC, Locality and LRALC. Guidance from LRALC had shown that many of the third party documents and maps did not require accessibility checking.
- It was **NOTED** that MW has categorised the documents into sections that (a) do not need checking, (b) those Word/ Excel documents that do need checking and(c) PDF documents that need returning to the original Word/ Excel format Before checking.
- It was **NOTED** that the TC would accessibility check the relevant documents and **AGREED** to ask the PC to fund overtime should she need additional hours.
- It was **NOTED** that some documents are work in progress which will need checking
- It was **NOTED** that TC has been asked for information regarding data protection regulations relating to previous NPAC documents and regarding the list of consultees.
- It was **NOTED** that it was planned to have the evidence base ready for the Regulation 14 consultation but, because of the additional work and as it is not compulsory for then, it has now been deferred to the Regulation 16 consultation

**70/13 To receive and consider such communications as received by the Chair**

The following was **RESOLVED**:

- It was **NOTED** that there was correspondence from:
  - 15.09.20 RCC
  - 17.09.20 HBBC
  - 17.09.20 Locality
  - 28.09.20 AECOM

**70/14 To consider items needed to be brought to public's attention**

The following was **RESOLVED**:

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

**70/15 Public participation – to consider any comments or questions by the public on items on the agenda**

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

**70/16 To consider future agenda items**

The following was **RESOLVED**:

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

**70/17 Date for the next meeting**

The following was **RESOLVED**:

- It was **NOTED** the date of the next meeting is 7pm, 19th October 2020 via virtual conferencing.

The meeting closed at 7.45pm