

NEIGHBOURHOOD PLAN STEERING GROUP

MINUTES OF MEETING HELD ON 15TH APRIL 2026 IN THE PARISH LIBRARY AT 2.00PM

1. PRESENT

Chris Alford (Chairman), David Conroy (Vice Chairman), Gary Andrews, Glenn Back, Stephanie Cassidy, Gerald Cramp, Mark Healey, Perry Cole, Jim Colwell and Tracy Longley

2. APOLOGIES FOR ABSENCE

Stephen Goss

3. DECLARATIONS OF INTERESTS

There were no declarations.

4. ADOPTION OF MINUTES OF THE MEETING OF THE GROUP HELD ON 4TH MARCH 2026

RESOLVED that the Minutes be approved as a correct record and signed by the Chairman

5. STEERING GROUP

Ian Ross (Vice-Chairman) resigned from the Steering Committee due to moving house.

RESOLVED that David Conroy be appointed as Vice Chairman of the Steering Group.

6. REVIEW OF PROGRESS WITH THE PLAN.

The following has been arranged:

- Leaflets advising of the Reg 14 consultation are being delivered to all residents this week. Payment to volunteers has been approved.
- The website has been updated to allow residents to click a link directing them to the questionnaire.
- Printed questionnaires will be available in the Parish Office and a minimum number will be included on the display in the Library.
- Letters to landowners, Local Green Spaces owners, businesses and statutory bodies have been sent today.
- 2 copies of the Draft Plan are available in the Parish Office.
- The Hart will include a poster plus a briefing on the Draft Plan.
- A stall will be arranged at the Church Fete on 20th June.

The Church Hall is now no longer available for the community exhibitions and a request has been made for the Library to house these events. We will be advised this week. A poster will be attached to the entrance of the Church Hall advising people of the new location. A note will also be made on the website.

Tracy will email the members a schedule to complete to advise of their availability for the exhibitions on 7th May between 5pm and 9pm and 9th May between 10am and 2pm as well as the Church Fete on 20th June between 12pm and 4pm.

7. REGULATION 14 CONSULTATION RESULTS

Tracy will provide weekly updates of the responses received to the questionnaire. Final questionnaire responses will be available mid-June and Derek Stebbings will be asked for assistance with the review of the responses at a fee of £750 per day. Chris, Gary, Mark and Tracy will meet on 12th June at 10.30am at Gary's house to commence the review of the responses.

8. LOCAL GREEN SPACES

4 responses have been received stating they do not want their land included – Bramblings, Chapel Wood, Foxbrough Wood and the woodland adjacent to Rectory Meadow. Chris will ask Derek Stebbings how to deal with these objections. The Parish Council has agreed for their 9 LGSs to be included.

RESOLVED the responses so far received from the Local Green Spaces owners will be included in the Reg 14 review at the meeting of the sub-group on the 12th June.

9. FUNDING

There is currently £18,000 available. Other than the fees to Derek Stebbings, the only other expenditure requirement will be for arranging the final version of the Neighbourhood Plan, ie, set up, proof reading, etc. Chris to contact Laura at Fawkhams to obtain the costs they spent on printing their Neighbourhood Plan.

8. DATE OF NEXT MEETING

To be agreed

The Meeting finished at 3.30pm