

**MINUTES of the Neighbourhood Plan (NP) Committee of North Leigh Parish Council (NLPC) held on Tuesday 31<sup>st</sup> July 2023 at 7:30pm in the Turner Hall**

**Committee Members Present:**

Steve Legg (Secretary)  
Kevin Swann (Vice Chair)  
Judith Wardle

**Others in Attendance:**

Harry St John

NP 50. **Apologies for absence:** Robert Gunn, David Painter, Sherard Veasey.

NP 51. **Declarations of interest:** None of those present had any special interest to declare.

NP 52. **Review of the draft questionnaire.**

- KS had produced an updated draft, but it was not reviewed at this meeting.

NP 53. **Review finance strategy for presentation to the Parish Council**

- This agenda item was covered along with agenda items 54 and 55 by a review of the application form for a grant and technical support from Locality, which runs to 21 pages.
- We have asked the Parish Council to underwrite the £650 cost of obtaining consultancy from Neil Homer of O'Neill-Homer. This work will help us to finalise the content of the questionnaire. After this work has been done, further consultancy support may be required to pay for work by a design specialist to get it into a form that can be printed and distributed, along with an online version of it.
- The Locality grant application form referred to an Expression of Interest (EOI). KS completed an EOI and submitted with the first application that was made before the grant process opened. It is not clear if this EOI was carried forward to the application that was finally made after applications opened. **KS will clarify.**
- HSJ brought a copy of the WODC 2031 Local Plan document, which contains a map of various landscape and historical features in North Leigh. This was useful in completing some of the questions.
- HSJ explained the planning term "Exception Site" that applies to sites that are granted permission because they address a particular local housing need. E.g., a Community Land Trust.
- KS explained the distinction between the costs of work that would be eligible for a grant and the types of activity termed "Technical Support".
- It was agreed to ask Astrid Harvey, the WODC Strategic Policy and Partnerships Officer, for assistance in completing the Locality grant application form. **HSJ will contact Astrid.**
- KS marked up a copy of the questionnaire during the meeting and will circulate this after the meeting. **Action: KS.**

**NP 54. Review consultation strategy**

- See NP 53 above.

**NP 55. Obtaining quotes for the consultancy to support the production of the Plan.**

- See NP 53 above.

**NP 56. Obtaining quotes for printing and distributing the Questionnaire**

- Discussion deferred.

**NP 45. Discussion: Aims, Objectives and Vision for the Neighbourhood Plan**

- Discussion deferred.

**NP 49. Dates of future meetings.**

- Neighbourhood Plan Committee – 7:30 pm Tuesday 29<sup>th</sup> August in the Turner Hall.

The meeting closed at 21:05.