

**MINUTES of the Meeting of the Neighbourhood Plan (NP)
Committee of
North Leigh Parish Council (NLPC) held on
Monday 29th January 2024 at 6:00 pm in the Turner Hall**

Committee Members Present:

Martin Bowsher - MB
Paul Evans - PE
Suzanne Millar - SM
Kevin Swann (Vice Chair) - KS
Sherard Veasey (Chair) - SV
Judith Wardle - JW
Adrian Watts - AW

NP99: Apologies for absence

Robert Gunn (RG), Steve Legg (SL), David Painter (DP).

NP100: Declarations of Interest

None.

NP101: Review Actions and Approve Minutes of Last Meeting

The minutes of the last meeting were approved by the committee.

The actions from the last meeting had been carried out.

Regarding attendance of Chairs from South Leigh and Hailey these will be arranged when appropriate.

NP102: Committee Membership

All those present had read the Terms of Reference of the committee and agreed to observe the Code of Conduct

NP103: Communications Policy

KS would send the current NLPC Communications Policy to the committee members for information purposes.

It was agreed that a standing agenda item would be added to the meeting agendas going forward for an update to be distributed to the parish on a monthly basis.

NP104: Planning for the Public Meeting Event on the 17th of February

The Committee agreed a list of station topics for the event based on those suggested by CFO (see addendum below)

The Committee agreed the committee members of the to man each station.

NP105: Agree actions to be carried out prior to next meeting.

The following actions were agreed to be carried out prior to the next meeting:

Publish an event reminder – AW and SL

Check availability of hall prior to event for set up – SL.

Make aware all of the parish societies of the event – SL.

KS to request details of land owned by the NLPC from the Parish Clerk.

NP106: Dates of next meetings:

Committee Meeting: Tuesday 13th of February, 6 p.m. in The Turner Hall

Neighbourhood Plan Event: Saturday 17th of February 2pm – 6pm in the Memorial Hall

Addendum 1:

Table Station Topics

Housing Development – Sherard & Kevin

Infrastructure - Paul

Roads, Traffic Parking, Cycle Paths

Utilities - TW Sewage and Water Broadband

Transportation

Economic / Industrial / local employment

Amenities - Adrian

Pubs

Shop

PO

Churches

Recreation - Judith

Paths

Memorial Hall

Turner Hall

Playgrounds

Rights of Way

Quicken Copse

Green Spaces – Martin

Protected Views

Woodland

Other Green Spaces

Wildlife

Hedgerow

Ancient Woodland

Roman Villas

EE and Shaken Oak

North Leigh Common

NLNP – How to Engage with the NP and NLPC - Robert

Parish Engagement – inform regarding email list etc.

Roaming – David, Steve, Suzanne

Kitchen/Refreshments