

**MINUTES of a Meeting of the Neighbourhood Plan (NP) Committee of
North Leigh Parish Council (NLPC) held on
Monday 25th September at 6:00 pm in the Turner Hall**

Committee Members Present:

Paul Evans - PE
David Harris - DH
Steve Legg (Secretary) – SL
Suzanne Millar – SM
David Painter - DP
Malcolm Shead (PC Rep) - MS
Kevin Swann (Vice Chair) – KS
Sherard Veasey (Chair) – SV
Judith Wardle – JW
Adrian Watts - AW

Others in Attendance

None

NP198. Apologies for absence

Martin Bowsher

NP199. Declarations of Interest

None.

NP200. Public Forum

No members of the public were present.

NP201. To Consider Actions of Last Meeting

The minutes of the meeting of 28th October recorded various actions to be carried out in preparation for the public meeting of the 2nd November. These had all been completed.

NP202. To Consider Finance & Locality Grant 2024/25 – invoices paid and grant status

KS reported that he has made an application for a further £8,000 grant from Locality to support the work on the Village Design Guide. If we receive this grant, we will have received a total of £18,000 from Locality, which is the maximum amount that we can obtain. The Parish Council has also allocated £2,500 towards the cost of completing the current stage of the work to create the “Reg 14 pre-submission plan”. The final stage of the work to create the “Reg 16 Final Submission Plan” will involve further support by CFO costing £2,200, which it is hoped that the Parish Council will fund from their 2025/6 budget.

We have already paid the £3,355 CFO invoice for part of their work to support the current stage of the plan. We have also paid the invoice for the remaining £2,500 to complete the current stage of the work.

NP203. To Consider the feedback from the Public Meeting on 2nd November and how this affects the draft “Vision” and “Policies”

We received three sets of written feedback from members of the public who attended the public meeting on 2nd November. SM has written up two of these – the Post-It notes and the written feedback that was submitted on the “Have Your Say” documents that were handed out at the meeting. KS has prepared a document containing the email feedback received since the meeting. These three sets of feedback, together with the results of the village questionnaire will provide components in the formulation of the “Local Issues, challenges and opportunities” and the “Neighbourhood Plan Policies” sections of the Neighbourhood Plan.

There was some discussion around how these various inputs can be combined and how differing viewpoints can be balanced. For example, if one resident suggests a new school on another site, it would imply many more houses being built. But this clearly cannot outweigh a majority of residents who wish to see new development within the village minimised.

KS will produce a summary of the three feedback documents (Post-Its, Have your say, and email) to group the number of respondents who have listed each idea or suggestion.

ACTION: KS

NP204. To Consider any documents recently delivered by CFO

CFO delivered an initial draft North Leigh Neighbourhood Plan document on 20th November. CFO have added comments within the document indicating how the committee can contribute towards the draft by drafting certain sections.

Various members of the committee agreed to take responsibility for drafting text under each of the four main headings within the “Local Issues, challenges and opportunities” section of our NP document:

KS, DH – Development

JW – Green spaces & rural setting

AW – Infrastructure & facilities

PE – Transportation

ACTION: AW, JW, KS, DH, PE

There was some discussion about the exact process for drafting the relevant sections from the documents to hand. It was agreed that SL would speak to Tom McCulloch to get more directions, which should allow the above to progress their drafting prior to the next meeting.

ACTION: SL

The committee agreed that the “Vison” statement presented to the 2nd November public meeting would be able to go forward without any further revision as there had been no substantial comments from the public meeting opposing it.

NP205. Agree Actions to be carried out prior to next meeting.

See above.

NP206. Date of Next Meeting

The next Neighbourhood Plan committee meeting will be at the Turner Hall at 6 p.m. on Monday 16th December. CFO representatives will be invited to give them an opportunity to guide the committee in its part of the work to progress the Character Assessment section of the Pan.

Meeting closed at 19:00