

**MINUTES of a Meeting of the Neighbourhood Plan (NP) Committee of  
North Leigh Parish Council (NLPC) held on  
Tuesday 7<sup>th</sup> April 2026 at 2:00 pm in the Turner Hall**

**Committee Members Present:**

Paul Evans – PE

David Harris - DH

Steve Legg (Secretary) – SL

Suzanne Millar - SM

David Painter - DP

Kevin Swann (PC) – KS

Sherard Veasey (Chair) - SV

Judith Wardle – JW

Adrian Watts – AW

**NP351. Apologies for absence**

None

**NP352. Public Forum**

None.

**NP353. Declarations of Interest**

None.

**NP354. To Consider Actions of Last Meeting**

NP348 – completed.

**NP355. To consider the management of the ongoing the NP Reg 14 submission**

*(The Plan was made available for consultation on 27<sup>th</sup> March. The consultation will conclude on 8<sup>th</sup> May. There will be a public meeting in the Memorial Hall at 2 p.m. on Saturday 11<sup>th</sup> April).*

The progress with the consultation was reviewed alongside the spreadsheet that is being used to manage it.

- There have been only 4 responses so far to the online questionnaire. It was hoped that there would be more following the meeting on Saturday. Members of the committee were encouraged to approach one or two others about attending the meeting.

**ACTION- All**

- The Parish Clerk has informed all of the statutory and non-statutory consultees. A number of emails have bounced back and will be dealt with.
- The posters and leaflets were distributed by committee members as planned, and the Parish Council sent out emails to all residents on their email list and arranged for the PC website to be reconfigured to provide details of the consultation.
- A table was set up in the Memorial Hall foyer with the Neighbourhood Plan and its appendices, along with blank feedback forms. JW reported she had spoken to people who had been looking at the documents to explain the purpose of the consultation.  
*Following the meeting, this was checked and no completed forms had been posted in the post box, nor had any of the blank response forms been removed.*

The programme for the public consultation meeting on the 11<sup>th</sup> was discussed.

- SV will deliver the presentation. It will include an overview of the Neighbourhood Plan and its purpose and potential benefits for the parish.
- It will include a demonstration of how to fill in the online questionnaire
- It will not contain any discussion of current planning / development although some questions may be expected. DH can deal with these after the presentation.
- SV will circulate a draft of the presentation prior to the 11<sup>th</sup>. **ACTION: SV**
- SL will arrange for a projector, Wi-Fi, and sound reinforcement. **ACTION: SL**
- We will set out four tables for people to sit at to read the document and fill in response forms. We will not need flip charts or exhibition boards.
- We will set up from 1 p.m. **ACTION: All**
- Martin & Anne-Marie Bowsher will provide refreshments.

SV gave an overview of feedback received to date from the landowners of the proposed Local Green Spaces. It was decided not to get involved with any discussions with them prior to the end of the consultation period – at which time, their written responses would be considered.

There was a discussion of what we would need to do following the end of the consultation.

- It is likely that WODC will submit a number of comments on the draft plan.
- The Committee will consider all comments received and decided how to respond to them. The comments and responses will be documented in a Response Document – a template for which has been provided by CFO.
- The updated plan and response document will go forward to WODC for the “Reg16” review. It is hoped that this can be submitted by September. The Reg16 review will then go forward for review by the Independent Examiner. This part of the process could complete by summer 2027, following which we can arrange for the community referendum.

**NP356. To agree actions to be carried out prior to next meeting**  
See above.

**NP357. Date of Next Meeting**

The next Neighbourhood Plan committee meeting will be in the Turner Hall at 2 p.m. on Tuesday 19<sup>th</sup> May.

There will be an Annual Parish Meeting at 7 p.m. in the Memorial Hall on 22<sup>nd</sup> April.

Meeting closed at 15:00.