MINUTES of a Meeting of the Neighbourhood Plan (NP) Committee of North Leigh Parish Council (NLPC) held on Tuesday 20th October 2026 at 4:00 pm in the Turner Hall

Committee Members Present:

Lewis Crowther - LC
Paul Evans – PE
Steve Legg - SL
Sherard Veasey (Chair) - SV
Judith Wardle - JW

NP441. Apologies for absence

David Harris
David Painter
Kevin Swann
Adrian Watts

NP442. Public Forum

None.

NP443. Declarations of Interest

None.

NP444. To Agree and sign the minutes of the previous meeting

The minutes were agreed and signed by the chairman.

NP445. To Consider Actions of Last Meeting

- NP409 – Review other statutory responses and documentary changes to be included – LC - **DONE**
- NP426 - Consultation Statement structuring / formatting improvements – **CONTINUED**.
- NP435 – Consultation Statement – See below – **CONTINUED**.
- NP436 – Statutory Consultees' comments to be implemented – LC **DONE**

NP446. To consider the current draft of the Consultation Statement for Reg 14 Consultation

KS circulated the latest version of the draft Consultation Statement v.1.01 (CS) and its appendices on 5th October.

- Rationalise appendices – we agreed to rationalise the appendices to eliminate the overlap between the tables in the CS paragraphs 7 to 8 and the spreadsheets "Appendix 1…" to …4. There should be just one appendix to the CS combining the information in all four of the spreadsheets, but in the form of an MSWord table, at the end of and within the CS document.
- Some of the draft CS contains "advice to the committee", which should be acted on, and then removed from the CS to be submitted. For example, paragraphs 9, 10, and others thereafter.
- The draft CS contains text in red, and some text in red + strikethrough. This needs to be either removed, or changed into black if it is to go into the CS to be submitted.
- The draft CS contains tables in paragraphs 7.1 and 7.2 detailing the OCC & WODC comments but do not indicate whether / where the NP document was updated. SL will run a CGPT query to supply this information.
- The document "*CGPT review of KS Consultation Doc v1.02 and appendices*" prepared by KS and included in his email of 5th October contains a number of suggestions for the CS that should be considered.

  ACTION – SV – first 3 points above,
  SL – 4th and 5th points above,
  JW – will proof read the result.
- Appendix 6 to the main NP document does not mention when the landowners of the proposed Local Green Spaces were consulted, and when (or if) they responded.

  ACTION - LC.

NP447. **To consider the draft Basic Conditions Statement (BCS) by BP**
The committee had reviewed the updated BCS produced by Bluestone Planning and accepted it as being ready for inclusion with the Reg 15 submission.

NP448. **To consider draft timeline of activities over the coming months**

The committee considered and agreed the following timeline for submission.

What	Who	Start by	End before
Parish Council to email WODC to notify of the submission date.	AL	19 Oct	24 Oct
Prep list of spelling corrections & formatting changes needed	SL	14 Oct	26 Oct
Pass main NP document to TC for final document formatting / spelling corrections	TC	26 Oct	2 Nov
Finalise Consultation Statement	SV, SL, JW	14 Oct	5 Nov
Assemble / package / check all documents for sending to WODC	SL	2 Nov	5 Nov
Parish Council to agree the submission	AL, KS		12 Nov
PC Clerk to sign covering letter. (w/c 16th Nov)	AL	16 Nov	16 Nov
Submit the package (w/c 16th Nov)	SL	17 Nov	20 Nov

NP449. **To agree actions to be carried out prior to next meeting**
See above.

NP450. **Date of Next Meeting**
The next meeting of the Neighbourhood Plan committee will be in the Turner Hall at:

- 4 p.m. on **Monday** 2nd November.

Meeting closed at 17:10.