

Little Milton Neighbourhood Plan Steering Group
Minutes of meeting held on 15th March 2018 at Pear Tree Cottage, Haseley Road

Attendees

Barry Coward (Parish Councillor) – Chairman
Raymond Fergusson (Parish Clerk)
Kate Daunt (Parish Councillor)
Ian Dennis (Resident)

1. Apologies

The Chairman informed the meeting that apologies had been received from Elizabeth Swabey-Collison.

2. Minutes of last meeting

The minutes of the meeting held on 28th February 2018 were accepted as true record of the meeting

3. Plan Documentation – Progress

The Plan		The Chairman informed the meeting that the Plan had been re-drafted to incorporate the changes that had been identified and circulated to Steering Group Members.
Evidence Base		The Chairman informed the meeting that the Evidence Base had been amended and was ready to be published
Consultation Statement	SG/CFO	The Chairman reported that the Consultation Statement now incorporated the Regulation 14 feedback and had been reviewed by Community First Oxfordshire. The Statement had been circulated to Steering Group Members
Basic Conditions Statement	CFO	The Chairman stated that Community First Oxfordshire had confirmed that the Plan complied with Policies of the Local Plan 2012 and the saved Policies of Local Plan 2011 and that Fiona Mullins was preparing a first draft of the Basic Conditions Statement.

4. Evidence Base – Status

The Chairman reported that the Evidence Base had been amended following advice from SODC did not include the study on The Planning History.

5. Consultation Statement

The Chairman stated that the Consultation Statement included the Regulation 14 feedback and subject to any late amendments was complete. The Steering Group endorsed the Statement.

6. Basic Conditions Statement

The Chairman explained that the Basic Conditions Statement is a complex piece of work that is required as part of the Plan to demonstrate how the Plan meets the statutory requirements set out within the Town and County Planning Act 1990 (as amended by the Localism Act 2011) and the Neighbourhood Planning Regulations 2012. The Statement will also reference a Screening statement on the determination of the need for a Strategic Environmental Assessment (SEA) and a

Habitats Regulation Assessment (HRA). This piece of work is being complied by Fiona Mullins who is close to completing a first draft.

7. The Plan

The Chairman explained the changes that he had made to the Plan including the referencing of some maps. The Steering Group reviewed the changes and there was a discussion on the complexity of some wording within the plan. The Plan was endorsed by the Steering Group. There was an appreciation by the group of the work that had been done by the Chairman.

8. Next Steps

The steps are:

- Incorporate any changes in the Plan following the review by the Steering Group
- Submit to Ryan Hunt at SODC an amended Plan for review
- After feedback from Ryan finalise the Plan
- Fiona Mullins of CFO to complete the Basic Conditions Statement and approval by the Steering Group
- Update the website with the amended Evidence Base
- When ready submit the Plan to SODC for a further six week consultation and thence to Examination

9. Any Other Business

The Steering Group reviewed an income and cost statement produced by Raymond that showed that the overall projected cost of the project would be funded by the grant receipts of £14,000.

10. Date of next Meeting

The next meeting will be held on Thursday **29th March 2018** at 27 Chiltern View at 8.30 p.m.