

**Little Milton Neighbourhood Plan Steering Group**  
**Minutes of meeting held on 8th October 2018 at 27 Chiltern View**

**Attendees**

Barry Coward (Parish Councillor) – Chairman  
Cllr. Kate Daunt (Councillor)  
Raymond Fergusson (Parish Clerk)

**1. Apologies**

Ian Dennis (Resident)

**2. Minutes of last meeting**

The minutes of the meeting held on 26th September 2018 were accepted as true record of the meeting.

**3. SODC Decision Notice**

The Chairman reported that the Parish Council had now received the Decision Notice from SODC after a few minor changes to the Referendum Version of the Plan. This confirmed that the referendum would be held on 22nd November 2018.

**4. Production of Referendum version**

The Chairman stated that the final version of the Plan had been confirmed by Ryan Hunt at SODC and that version was now available on the Little Milton Website.

**5. Referendum Plan**

The Referendum date will be Thursday 22<sup>nd</sup> November 2018

The outline of the plan is as follows:

1. Referendum date: 22 November 2018; the Pine Lodge is booked
2. Publicity
  - Distribution of flyers 9-11 November will be available by 12th October.
  - The banners that will be strategically placed around the village have been produced.
  - The flyers for distribution on eve of referendum; 21<sup>st</sup> November 2018 will be available by 12<sup>th</sup> October.
  - A suitable article has been included in the October newsletter with further article scheduled for the November newsletter
3. There are two events in the Pine Lodge to facilitate further consultation with the electorate.
  - Friday 16<sup>th</sup> November                    2.00 p.m. -4.00 p.m.  
    6.00 p.m. – 8.00 p.m.
  - Saturday 17<sup>th</sup> November              10.00 a.m. - 12.00 p.m.

The Chairman stated that a decision would need to be made as to the committee members who would be available on the Friday and Saturday

#### **6. Printed Copies**

The Chairman reported that he had received six copies of Appendix A and three copies Appendices B, C and, D.

As a result of the late changes to the Plan it was necessary to print some copies of the final version, probably eight, for distribution to the Parish Council.

#### **7. Website copies of Referendum Version of Plan**

The Chairman reported that the final Referendum Version of the Plan was on the website.

#### **8. Milestones**

The expected timings for the Plan to reach Referendum are as follows

Referendum Day	November 22nd 2018
Adoption of Plan by SODC	December 2018 (estimated)

Schedule of Steering Group Meetings

24 <sup>th</sup> October 27 Chiltern View	1. Check Referendum preparations progress 2. Website ready for Referendum
12 <sup>th</sup> November Pear Tree Cottage	1. Distribution of publicity materials 2. Final check of publicity plan

#### **9. Any Other Business**

It was now less likely that there would be sufficient funds to finance an internet facility in the Village Hall although it was agreed that steps should be taken to determine the actual cost.

#### **10. Date of Next Meeting**

The next meeting is planned for **October 24th at 27 Chiltern View starting at 7.30 p.m.**