

Little Milton Neighbourhood Plan Steering Group
Minutes of meeting held on 29th March 2018 at 27 Chiltern View

Attendees

Barry Coward (Parish Councillor) – Chairman

Raymond Fergusson (Parish Clerk)

Kate Daunt (Parish Councillor)

1. Apologies

The Chairman informed the meeting that apologies had been received from Elizabeth Swabey-Collison and Ian Dennis

2. Minutes of last meeting

The minutes of the meeting held on 15th March 2018 were accepted as true record of the meeting

3. Plan Documentation – Progress

The Plan		The Chairman informed the meeting that the Plan required some further amendment following further comments submitted by Ryan Hunt of SODC. There was a feedback from Historic England that had been misplaced and this has resulted in amendments to the plan.
Evidence Base		The evidence base may require to include information on certain habitats and a report from Thames Valley Environmental Records Centre (TVERC) has been requested
Consultation Statement	SG	The Chairman reported that the Consultation Statement now required to be updated in respect of Historic England input
Basic Conditions Statement	CFO	The Chairman reported that the Basic Conditions statement had been completed by Community First Oxfordshire.

4. Parish Online Mapping

The Chairman reported that the annual subscription for the Parish Online Mapping software had now been renewed and the payment would be processed through the Parish Council in April.

5. The Plan

The key action points arising since the last meeting are:-

- Ryan Hunt at SODC has commented further of the draft plan and as a result the plan will require further changes. This included a number of minor comments.
- There are amendments to Policy LM6 Biodiversity and Wildlife that may incorporate additional information from the TVERC report that has been requested.
- The plan needs to reflect the feedback from Historic England
- The improvement of I map on Protected Views.

6. Evidence Base

The evidence base needs to possibly reflect aspects of the TVERC report that has been ordered or an update to the Environmental factors.

7. Consultation Statement

The need to incorporate the further comments received from SODC and the inclusion of the Historic England consultation statement.

8. Submission

The Steering Group approved that the Plan should be submitted to the Parish Council for approval as this was a necessary part of the process to proceed with the Plan for submission to SODC to allow them to conduct a Regulation 16 consultation.

9. Future work

The future work will be responding to any changes to the documentation required by SODC prior to the Regulation 16 Consultation and note the responses received by SODC to the Reg. 16 Consultation and to be prepared to respond if required.

The need to respond to any queries raised by the Examiner and to ultimately review the Examiner's Report and to update the Plan and other documents as required. This would result in a Referendum Version of the Plan.

The Steering Group needs to decide what information should be available to residents prior to the Referendum.

Finally the Referendum will be organised by SODC and we need to inform the village of its outcome.

10. Timing going forward

The key milestones going forward are:

Submission of Plan to SODC	April 2018
Regulation 16 Consultation	May-June 2018
Plan to Examiner	July 2018
Examiner's Report	August 2018
Referendum	October/November 2018
Decision	December 2018

11. Any Other Business

There was no other business.

12. Date of next Meeting

There was no date set but the Chairman would call one as the situation determined.

13. Date of next Meeting

None organised.