

**Little Milton Neighbourhood Plan Steering Group**  
**Minutes of meeting held on 12th July 2018 at 27 Chiltern View**

**Attendees**

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

**1. Apologies**

None

**2. Minutes of last meeting**

The minutes of the meeting held on 4<sup>th</sup> July 2018 were accepted as true record of the meeting

**3. Clarification note from Examiner**

The Chairman reported that the Parish Council at its meeting on 10<sup>th</sup> July 2018 RESOLVED to endorse the Steering Group's draft response to the points of clarification submitted by the Examiner, Andrew Ashcroft.

**4. Referendum Plan**

The Chairman stated there was a need to plan now for the referendum and had produced a short paper that included the Referendum Question, "Do you want SODC to use the Neighbourhood Plan for Little Milton to help it decide planning applications in the Neighbourhood Area". The Chairman outlined the communication aims to try and ensure that the electorate were well informed and encouraged to vote.

The meeting supported the proposed of actions that the Chairman had prepared that included a leaflet drop two weeks before the agenda, banners advertising the referendum, drop in sessions at the Pine Lodge, an ongoing social media awareness and a door to door flyer drop on the evening before the referendum day. The Chairman issued a draft leaflet that contained key information that could be included as part of the communication aims.

The Chairman stated that the Referendum must be held within eight weeks of the Decision Statement issued by SODC after the Parish Council had responded to the Examiner's Report, if required. It is at present unclear as to when the Examiner will submit his report. The following is a table of possible Referendum Dates

**Decision Statement**

16<sup>th</sup> August  
23<sup>rd</sup> August  
30<sup>th</sup> August  
6<sup>th</sup> September  
13<sup>th</sup> September

**Referendum by**

11<sup>th</sup> October  
18<sup>th</sup> October  
25<sup>th</sup> October  
1<sup>st</sup> November  
8<sup>th</sup> November

There was a discussion on the ability of the Steering Group to "manage" the timing of the Referendum with SODC to allow sufficient time to complete the finalisation of the Neighbourhood Plan for printing as well as design of the local publicity in advance of the referendum

**Little Milton Neighbourhood Plan Steering Group**  
**Minutes of meeting held on 12th July 2018 at 27 Chiltern View**

**5. Timing (based on recent cases)**

The anticipated timings are as follows:

- |                          |                             |
|--------------------------|-----------------------------|
| • Examiner's Report      | Early August                |
| • Decision Notice (SODC) | Late August/Early September |
| • Referendum             | Late October/Early November |
| • Acceptance             | November                    |

**6. Any Other Business**

There was no other business

**7. Schedule of Meetings**

The following is a schedule of proposed meeting dates

- 9<sup>th</sup> August
- 29<sup>th</sup> August
- 10<sup>th</sup> September
- 24<sup>th</sup> September

**8. Date of Next Meeting**

The next meeting is planned for **August 9th at Pear Tree Cottage (Venue to be confirmed)**