

Little Milton Neighbourhood Plan Steering Group
Minutes of meeting held on 28th August 2018 at Pear Tree Cottage

Attendees

Barry Coward (Parish Councillor) – Chairman

CLlr Kate Daunt

Raymond Fergusson (Parish Clerk)

1. Apologies

Ian Dennis (Resident)

2. Minutes of last meeting

The minutes of the meeting held on 6th August 2018 were accepted as true record of the meeting.

3. Examiners Report

The Chairman informed the meeting that the Little Milton Neighbourhood Plan Examiners Report had been received by SODC and was published on their website. The final report was made after the clarification note issued by the Examiner and the comments submitted by the Parish Council. The Chairman expressed the view that Policy LM1 stated “Housing Development in the Plan period where it is consistent with the development plan policies for smaller villages within the District” was unclear insofar as SODC do not yet have an adopted plan. He hoped that the final version of the Local Plan 2033 would reflect the current Policy H8: Housing in Smaller Villages. The Chairman stated that the District Council were aware of the parish Council’s concerns.

4. Amendment of Plan- Referendum Version

The Chairman stated that he would seek approval of the endorsement of the Plan incorporating the changes recommended by the Examiner at the Parish Council meeting on 12th September 2018. This would facilitate the printing of the Referendum Version of the Plan.

5. SODC Decision Notice

The Chairman reported that SODC having received the Examiner’s final report were in the process of writing the individual Cabinet Member Decision. This sets out if the Council accepts the examiner’s modifications and if they do then SODC will proceed to a referendum. SODC have indicated a referendum date of 22 November. The Chairman anticipated a formal decision in about three weeks’ time.

6. Referendum Plan

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

- Banners: strategically placed around the village; possible locations Shop, entrance to car park, school, entrances to village, Skinny Horner
- Distribute flyer on eve of referendum; 21st November 2018
- Suitable article in October & November newsletter

3. There are two events in the Pine Lodge to facilitate further consultation with the electorate.

- Friday 16th November 2.00 p.m. -4.00 p.m.
7.00 p.m. – 9.00 p.m.
- Saturday 17th November 10.00 a.m. - 12.00 p.m.

7. Printed Copies

The Chairman stated that he had obtained a quote of £115.50 for six copies of Appendix A and three copies of Appendices B, C & D. and £189 for twelve copies of the plan. The timing of the printing of the plan will be dependent upon receiving the Decision notice from SODC.

8. Website copies of Referendum Version of Plan

The Chairman gave Raymond some proposed changes to the structure of the Neighbourhood Plan on the website in anticipation of the final files.

9. Milestones

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

Decision Notice issued by SODC	September 2018
Referendum Day	November 22nd (Provisional) 2018
Adoption of Plan by SODC	December 2018

Schedule of Steering Group Meetings

10 th September 27 Chiltern View	1. Review SODC Decision Notice (if received) 2. Approve draft Referendum version of the Plan for endorsement by parish council on 12 September.
24 th September Pear Tree Cottage	1. Decision on para 6.2 2. Approval of referendum publicity material for printing 3. Approval of Appendices for printing
8 th October Pear Tree Cottage	Approval of Plan for printing and material for website
24 th October 27 Chiltern View	1. Check Referendum preparations progress 2. Website ready for Referendum
12 th November Pear Tree Cottage	1. Distribution of publicity materials 2. Final check of publicity plan

10. Any Other Business

There was no other business

11. Date of Next Meeting

The next meeting is planned for **September 10th** at **27 Chiltern View**.