| Neighbourhood Plan Steering Group Minutes | | |
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|  | **Date: Tuesday 28 January 2021** | Action assigned to |
| 1 | **Apologies for Absence** None |  |
| 2 | **Minutes of last Meeting** Agreed |  |
| 3 | **Progress Update including Actions** |  |
|  | **Village drop-in :** cancelled due to Covid |  |
|  | **Evidence** : LandscapeCharacter Assessment and Design Codes are now being completed |  |
|  | **Survey** : Analysis of survey questions update Vision and Objectives; completion of evidence sheets highlighting possible policies |  |
|  | **Finance** : LCA to be paid from PC budget |  |
|  | **Consultant :**  IP organised LCA from Ramon and supported completion of Design Code application to AECOM; to provide details of survey for website (ongoing) |  |
|  | **Project** **Plan** draft plan agreed by CK/AB |  |
|  | **Community engagement** Village drop-in cancelled but people still arrived; FB post about Design Codes on 21/1 |  |
| 4 | **Next Steps/Actions for** |  |
| a | **Businesses :** MK reported back on contact with local businesses  1.No connectivity problems 2.Need for some affordable houses for workers 3.Current businesses do not require a trade fair (but new businesses may do so) LR has talked to local farmers / sent in report |  |
| b | **Evidence :** LR / NH looking at Local Green Spaces **;** Traffic Flow on hold due to Covid ; SIDS data to be discussed ; Design Codes in progress; Landscape Character Assessment draft submitted and group to read/ comment in week beginning 1/2/21  Ramon to look at 3 sites (Phase 2+3 sites+ Ten Tree Road) | LR / AH  All |
| c | **Evidence Base summary** : group looking at policies from other NPs to get possible headings. Complete this by w/begin 8/1/21.  Not everyone completing survey understood Dark Skies so may need policy despite this. CK to look again at Dark Skies map | All  CK |
| d. | **Vision:** Possible **r**eview at LCA meeting. CK to send out copy of original vision | CK |
| e. | **Supporting text** : to be decided in due course. LR to write/contribute to section on village history. |  |
| f. | **Finance** : no issues |  |
| g. | **Consultant** : still awaiting survey results. MK to follow up | MK |
|  | **Timeline** : has been completed by CK/AB as far as it can be |  |
| 5 | **Community** **Engagement** : Amy Maguire has suggested some ideas for children’s project to link in with Garden Bird Watch. CK to post on FB on 29/01 | CK |
| 6 | * **Any other Business :** Siting of benches (follow up from survey) discussed. Suggestions : behind Church Gate house ; in “cherry orchard” area opposite Folly Fields. LR mentioned need for wheelchair/buggy access from crinkle-crankle wall on Folly fields to pathway that leads to church |  |
| 7 | **Date of next meeting week beginning TBA** |  |

