



Campton & Chicksands Neighbourhood Plan

CAMPTON AND CHICKSANDS NEIGHBOURHOOD PLAN STEERING GROUP

MINUTES

Date of meeting	Monday, 9 th March 2020 : 7.30pm
Venue	Campton Village Hall
Attendees	Dave Baker; Sue Lamb; Angela Baker; John Ayres; Alec Hardie; Sue Hardie & Deborah Maggs.

1. Apologies	Paul Booton; Jackie Willis (having now moved, still involved, but will no longer attend meetings.
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2. Declarations of Interest	Dave & Angela Baker declared residing adjacent to land proposed for designation as LGS; Sue Lamb declared ownership of land and residing opposite land proposed as designation as LGS.
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3. Minutes of last meeting	Minutes of last meeting (15/01/20) were accepted.
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4. Matters arising from the Minutes	
Regulation 14 Consultation	Dave had emailed out a list of the proposed Consultees, to be reviewed by the Steering Group members. A couple of additions have been made; Friends of Chicksands Priory and the owners of the proposed Greenway site (HAS08). A query that had been raised; whether a member of the Steering Group or interested party could make a representation during the Consultation period? YES they can in the capacity as a resident of the parish. Dave has put together summary Crib Sheets in respect of all the LGS sites put forward in the GI Plan; these include site assessments, evidence etc. showing the Steering Group's decision, together with a map.

5. Review of Plan & Supporting Document (CBC Neighbourhood Involvement Officer & Parish Council)	
a. Outcomes	The CBC Neighbourhood Involvement Officer, Tom Price is happy with the preparation for Regulation 14 Consultation and for it to progress. The Draft Plan was discussed at the Parish Council's February meeting, but Councillors requested more time to fully read all documents through. An interim public meeting was held on 28th February 2020, where all comments and queries were addressed and answered. The Parish Council voted in support of the Draft Plan.

b. Discuss and agree requested amendments	Some minor changes to text were requested..... Page 7, Item 1.15 – change “all the parishioner’s views were considered” to “<i>all views expressed by parishioners</i>”. Page 35/36 – and the “70% of residents have not visited SSNR” statement; would like this changed to “70% of respondents”. Page 27, second paragraph – “70% of respondents” data is actually 74% (113/152). Survey evidence for Policy 2; suggested average of Campton & Chicksands. However now agreed that separate percentages will stay in plan.
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6. Other Plan & Supporting Document Amendments (discuss and agree ahead of Regulation 14)	
	A few other proposed changes to the Draft Plan ahead of the Regulation 14 Consultation were discussed, due to things changing since January..... Reference will now be made to the fact that Campton Lower School has applied to become an Academy. The removal of reference to the proposed LGS site on land adjacent to Campton Manor with regards a Change of Use planning application – This planning application has since been withdrawn. Change of wording regarding the second reason for omitting Site 19 from LGS Policy; based on comments received from Jon Balaam.

7. Schedule Regulation 14 Consultation	
a. Review of preparation activities	A list was circulated of what still needs to be done to prepare for Regulation 14, together with a timescale of completing each item; this was discussed. A dedicated email address and telephone number have been set up for NP use, together with automated answer messages – ALEC will test these out before the Consultation start date, to ensure that these are working correctly. Publicity leaflets will need to be delivered to all households and JFC – ANGELA will draw up a delivery schedule and circulate to all volunteers on the Steering Group. Letters to be sent out to all previously contacted landowners in respect of nominated LGS sites and email notifications to all Consultees – DAVE to confirm with Tom Price as to which email address these letters need to be sent from; ie. The Parish Clerk or NP designated email.
b. Start date and Drop-in session dates	It was agreed to launch Regulation 14 Consultation on Thursday, 2nd April and will close on Friday, 15th May 2020. The Drop-in sessions will be on Friday, 17th April (7-9pm) and Saturday, 18th April (10am-2pm).

8. Finance	Sue confirmed that she had received receipts for recent expenditure, and these had been passed to Tammy for payment. The updated Finance spreadsheet would be posted on Drop-Box. Dave had received confirmation from Groundworks, that any remaining Grant money could be rolled over.
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9. Project Plan	Alec made some adjustments to the timeline, taking into account the proposed launch date of Regulation 14. Updated version of Project Plan will be posted on Drop-Box.
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Date and time of next meeting: Wednesday, 8th April 2020 Campton Village Hall at 7.30pm