**PRESHUTE PARISH COUNCIL**

Minutes of the **Neighbourhood Plan Working Group** meeting held on Tuesday 2nd March 2021 at 7pm remotely through Zoom.

**Meeting 6 - 2020/21**

**Present:** Cllr Peter Morgan, Cllr Simon Mills, Ian Mellor and Cllr John Clark.

**In attendance:** Sophie Roberts (Clerk) **Apologies:** None

1. The minutes of the meeting on 16th February 2021 were approved as a true record and will be signed at the next available opportunity.
2. Finance - The Parish Council approved a budget for the Preshute Neighbourhood Plan for 2021/22 at their meeting on 23rd February 2021.
3. News & Updates – a submission in response to the Wiltshire Local Plan consultation was approved at the February Parish Council meeting and has been submitted to Wiltshire Council for consideration.
4. Landscape Architect – the architect has been asked to provide an invoice to the end of March and has been formally appointed.
5. Leaflet & questionnaire – both documents are now printed and ready to be delivered. Cllr Peter Morgan agreed to coordinate their delivery to every house and business within the Parish. **Action P Morgan**
6. Networking – The Clerk is in the process of finalizing the list of key contacts. **Action Clerk** Cllr S Mills agreed to talk to the Wroth brothers to see how the list of landowners is progressing. **Action Cllr S Mills** Cllr P Morgan agreed to release the Press Statement to the Gazette and Marlborough News once all the leaflets have been distributed. **Action Cllr P Morgan**
7. Website – the website has been updated and all the Neighbourhood Plan details and questionnaire are now on.
8. Progress on Timeline – Cllr P Morgan has provided a useful updated timeline to work to. It was agreed the group should now formulate a Travelling Draft NP to help focus on the final objective and plan content, this would involve writing some of the chapters for the NP and agreeing some of the headings whilst waiting for responses to come back from the questionnaires.

The Clerk advised the Group they would be changed from a Working Group to a Committee after the March Parish Council meeting now they are in receipt of a grant, a budget from the Parish Council and approval from Wiltshire Council. Members will be required to provide Declarations of Interests and agree to adhere to the Wiltshire Council Code of Conduct.

The next meeting will take place on Monday 15th March at 7pm.

The meeting finished at 8.10 pm.