**PRESHUTE NEIGHBOURHOOD PLAN**

Minutes of the **Preshute Neighbourhood Plan Working Group** meeting held on Tuesday 7th December 2021 remotely by Zoom.

**Meeting 8 - 2021/22**

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

**Apologies:** Cllr Simon Mills, Sophie Roberts (Clerk)

1. The minutes of the meeting on 2nd November 2021 were approved as a true record.

**Finance** – The final quotation has been received from Cunnane.

The next Locality grant application has been made and acknowledged. Locality have requested more information on how Cunnane have costed their work and a more detailed explanation of the billing through the year. This funding has been complicated by Locality requesting that we apply for funding split over two financial years, which meant our first grant had to be applied for and spent by 31 March 2021, with the new grant applied for and spent before 31st March 2022. **Action ongoing: PM, SR.**

The Locality grant application also includes requests for funding for printing our direct mailings for the upcoming Regulation 14 community consultation (as per statutory NP Regulations 2012).

1. **Pre-Submission Draft Status**

The Travelling draft has now been updated and edited under the working title of Pre-Submission Draft (PSD). We have received material responses from Historic England and the Dept of the Environment (Sustainable Places) and have sent draft PSDs to the other key agencies for their comments.

The Historic England comments have resulted in an update to one of the proposed Policies. Otherwise nothing substantive has been returned that requires urgent input.

1. **Covid Copse**The group decided to remove the map of the proposed Copse locations from the PSD Reg 14 document because there hadn't been sufficient time to consult with the key landowners about locations.
2. **Next steps**

The Regulation 14 consultation process was discussed in detail. It has already been decided that as Preshute is a rural community, there would be no value in staging a 'show and tell' display in a local village hall. The engagement will be by direct mailing of a proposed policy booklet to every household with a reply paid envelope. Responses will also be possible through the website and using a smartphone/QR code on the booklet.

The Group discussed the format of the booklet for the Community Engagement. As agreed at the previous meeting, the following items will need to be included, aiming for a document that is 4 sides of A4, with references to the website. It would include:

Outcome of the previous consultation

Brief statement of objectives leading into the Policies in full

Map of area considered for development.

Request for further input.

It was agreed it was essential to keep the booklet simple to encourage responses.

The Draft PSD will be shown on the website in full. This will need formal approval, along with the booklet, at the January Parish Council meeting ahead of the Public Consultation.

1. **Next Stage**

The goal for the start of the Regulation 14 consultation is Tuesday 1st February running 6 weeks to Monday 14th March.

Any revisions to the plan following the consultation would need to be made and a report compiled. The final draft should be approved by the PC and then submitted to WC formally under Article 15 in March/April 2022.

1. **Progress on Timeline**

The group agreed the proposed timelines were currently being met.

1. **Date of next meeting**

The next meeting will take place on Wednesday 19th January 2022 at 7pm by Zoom.

The meeting finished at 7.45 pm.