

**IVINGHOE PARISH NEIGHBOURHOOD DEVELOPMENT PLAN  
STEERING GROUP MEETING**

**20<sup>th</sup> SEPTEMBER 2017 CRABTREE FARMHOUSE**

**MINUTES**

**Present: Malcolm Stubbs (Chairman), Sheena Bexson, Stephen Booth, Rikki Harrington**

**1) Minutes of the previous meeting and matters arising**

The minutes of the meeting of 29<sup>th</sup> August were approved. All actions have been completed except for the Basic Conditions Statement and the Consultation Statement.

*Actions: Sheena and Malcolm to complete Statements.*

**2) Consultation events**

Both events were well attended and several comments were received. These will be responded to at the end of the consultation period.

**3) Draft Plan**

A large number of constructive comments were received from AVDC via Stephanie Buller. There was agreement with the great majority of them and the draft will be amended accordingly to form the official pre-submission document. This must be sent to 26 statutory consultees by email, and they will have six weeks to respond. There is no requirement to consult residents again provided any changes do not affect the gist of the policies. There is a need to define the settlement boundaries for Ivinghoe and Ivinghoe Aston. It was agreed that these require the approval of the Parish Council.

*Actions: Rikki to prepare first revision of pre-submission document and circulate to others, ideally by Monday 25<sup>th</sup> September. Malcolm, Sheena and Stephen will then suggest amendments as they see fit. Various maps and diagrams will then be needed.  
Sheena and Rikki will suggest the settlement boundary for Ivinghoe Aston, Malcolm and Stephen for Ivinghoe.  
Sheena will email the finalised pre-submission document to statutory consultees.*

**4) Next meetings**

The next meeting will be held at Crabtree Farmhouse on Monday 2<sup>nd</sup> October at 2pm.

Thanks to Sheena for her hospitality.  
Minutes prepared by Rikki.