

Little Milton Neighbourhood Plan Steering Group
Minutes of meeting held on 10th September 2018 at 27 Chiltern View

Attendees

Barry Coward (Parish Councillor) – Chairman

Ian Dennis (Resident)

Raymond Fergusson (Parish Clerk)

1. Apologies

Cllr. Kate Daunt (Councillor)

2. Minutes of last meeting

The minutes of the meeting held on 28th August 2018 were accepted as true record of the meeting.

3. Examiners Report

The Chairman confirmed that the District Council had accepted all the recommendations of the Examiners Report and were proceeding to issue a Decision Notice.

4. SODC Decision Notice

The Chairman reported that SODC had unfortunately missed the statutory deadline for making a decision to proceed to referendum on the Little Milton NDP, the deadline is five weeks from receipt of the examiner's report, and requested that the Parish Council's consent to extend this deadline to Friday 28 September. This extension would not impact on the referendum date of 22nd November 2018. The Chairman stated that he would bring the matter to the Council's attention at the Council meeting on 12th September and obtain their approval to extend the deadline.

5. Amendment of Plan- Referendum Version

The Chairman reported that he had already amended the Plan to incorporate the changes detailed by the Examiner and it was available to be uploaded to the website after SODC have issued the Decision Notice.

6. Referendum Plan

The outline of the plan is as follows:

1. Referendum date: 22 November 2018; the Pine Lodge is booked
2. Publicity
 - Distribution of flyers 9-11 November
 - Banners: strategically placed around the village; possible locations Shop, entrance to car park, school, entrances to village, Skinny Horner
 - Distribute flyer on eve of referendum; 21st November 2018
 - Suitable article in October & November newsletter

3. There are two events in the Pine Lodge to facilitate further consultation with the electorate.

- Friday 16th November 2.00 p.m. -4.00 p.m.
7.00 p.m. – 9.00 p.m.
- Saturday 17th November 10.00 a.m. - 12.00 p.m.

7. Printed Copies

The Chairman reported that he had commissioned the printing of Appendices A, B, C and, D

The timing of the printing of the plan will be dependent upon receiving the Decision notice from SODC.

There was short discussion on possible available funding after all the expenses have been accounted for. There was a suggestion that making an internet connection in the Pine Lodge would enhance the opportunity for the Parish Council in the future to review planning applications as the data is held in an electronic format.

8. Website copies of Referendum Version of Plan

The Chairman reported that the Referendum Version of the Plan was on the website as well a restructuring of the existing files.

9. Milestones

The expected timings for the Plan to reach Referendum are as follows

Decision Notice issued by SODC	by September 28th 2018
Referendum Day	November 22nd 2018
Adoption of Plan by SODC	December 2018 (estimated)

Schedule of Steering Group Meetings

26 th September Pear Tree Cottage	1. Approval of referendum publicity material for printing
8 th October Pear Tree Cottage	Approval of Plan for printing and material for website
24 th October 27 Chiltern View	1. Check Referendum preparations progress 2. Website ready for Referendum
12 th November Pear Tree Cottage	1. Distribution of publicity materials 2. Final check of publicity plan

10. Any Other Business

There was no other business

11. Date of Next Meeting

The next meeting is planned for **September 26th** at **Pear Tree Cottage**