



**Minutes of the Neighbourhood Plan Steering Group  
held on Thursday 13<sup>th</sup> July 2017 at Weston Turville Village Hall**

**PRESENT:**

**Parish Councillors:** Mandi Simons, Michael Connolly, David Hillier, Jim Paterson

**Community Members:** Ian Tilleard-Haines

**Clerk:** Sarah Copley

NP96	<p><b>APOLOGIES</b></p> <p>Apologies were received from Nick Treacher, Jenny Puddefoot and Margaret Stacey.</p>	
NP97	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>The minutes of the meeting held on 1<sup>st</sup> June were agreed as a correct record and duly signed.</p>	
NP98	<p><b>PROGRESS REPORT</b></p> <p>The draft pre-submission neighbourhood plan, green spaces report and other supporting documents had been circulated to the steering group members. All members were asked to proof read documents and send updates/corrections through to the Clerk who would finalise the documents before the next steering group meeting on 3<sup>rd</sup> August.</p> <p>The settlement maps were being drawn up by AVDC and would be inserted into the document once complete.</p> <p>Actions:</p> <ol style="list-style-type: none"> <li>1. All documents to be proofread (ALL)</li> <li>2. Evidence reports to be reviewed for each subject (Subject leads)</li> <li>3. All documents to be edited so that that they were formatted in the same font etc (Clerk)</li> <li>4. Foreword to be written (Chairman)</li> <li>5. Views map to be amended to make it easier to read (Chairman)</li> </ol> <p>As the NP did not seek to allocate any sites it was agreed to write to the landowners who had put their land forward for consideration to advise them of this fact.</p>	<p>All</p> <p>Clerk</p>
NP99	<p><b>PRE SUBMISSION CONSULTATION EVENT</b></p> <p>The event would take place on Sunday 10<sup>th</sup> September, 11am – 3pm. It was agreed to use similar information boards to those used at the previous event and to provide feedback sheets for people to respond via.</p> <p>Actions:</p> <ol style="list-style-type: none"> <li>1. Draft boards to be draw up for agreement at next meeting (Clerk)</li> <li>2. 6 copies of the plan to be printed and bound (Clerk)</li> <li>3. Information sheets on each topic to be printed out (Clerk)</li> <li>4. Advertising: <ul style="list-style-type: none"> <li>• Bucks Herald (J Paterson)</li> <li>• Parish magazine (M Simons)</li> <li>• Wendover News (M Simons)</li> <li>• Mix 96 (M Simons)</li> <li>• Facebook (M Simons)</li> <li>• PC website and noticeboards (Clerk)</li> <li>• Posters around the village (all)</li> <li>• Ask vicar to announce at the service on 10<sup>th</sup> (M Simons)</li> </ul> </li> </ol>	All

NP100	<b>NEXT MEETING</b> The date of the next meeting would be 3 <sup>rd</sup> August at 7pm.	
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Signed: \_\_\_\_\_ Dated: 3<sup>rd</sup> August 2017