



**Minutes of the meeting of the Neighbourhood Plan Steering Group
 held on Thursday 3rd December 2015 at the Village Hall, School Approach, Weston Turville.**

PRESENT:

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

Community Members: Keith Fensom, Jenny Puddefoot, Margaret Stacey

NP14	<p>APOLOGIES</p> <p>Apologies were received from Cllrs M Jarvis, M Munday and D Sibley and Ian Tilleard Haines.</p> <p>Cllr Mandi Simons chaired the meeting in the absence of Cllr Jarvis.</p>	
NP15	<p>DECLARATIONS OF INTEREST</p> <p>There were no new declarations of interest.</p>	
NP16	<p>MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the meeting held on 5th November were agreed as a true record and duly signed by the Chairman.</p>	
NP17	<p>GRANT APPLICATION</p> <p>Following the Parish Council's formal agreement to commission Jenny Lampert and Sue Jobbins to work on the neighbourhood plan, Cllr Simons and the Clerk had met with Sue to work through the grant application to Locality. A bid would be submitted to cover the consultancy costs for January-March.</p> <p>The application was discussed by the steering group and it was agreed no further amendments were needed and that the application should be submitted.</p>	Clerk
NP18	<p>PROJECT PLANNING AND CONSULTATION WORKSHOPS</p> <p>Workshop dates were agreed as follows:</p> <p>23rd January – Project Planning Workshop 10am-2pm</p> <p>4th February – Steering Group meeting with workshop to identify the issues 7pm-9pm</p> <p>6th February – Consultation and Engagement Strategy workshop 10am-2pm</p>	Clerk
NP13	<p>DATE OF NEXT MEETING</p> <p>The steering group would next meet on 23rd January for the Project Planning Workshop.</p>	

Signed: _____ Dated: _____