

## **Minutes of the Meeting of the Pirton Neighbourhood Plan Steering Group (SG) held on 9 January 2017 at the Pirton Village Hall.**

**Members in attendance:** Diane Burleigh (Chair,) Jonty Wild (Deputy Chair,) Tom Gammell, Ann Webb, Gil Burleigh

**Public Participation;** No members of the public attended

### **1. Apologies for Absence**

Lorna Sexton and Nick Parkin

### **2. Declarations of Interest**

There were no declarations made

### **3. Minutes of the Meeting Held on the 31 October 2016**

On a proposal from TG seconded by JW the minutes were approved.

### **4. Matters Arising and Actions Taken (if not on the agenda)**

DB confirmed that she had drafted, but not sent, pending the identification of the details for the Head of Planning, a letter requesting that the Character Assessment be considered as Supplementary Planning Guidance. TG raised the question of the status of much of the information within the NP that does not form part of the policies. DB agreed to raise this with the NHDC with a view to it, too, becoming supplemental planning guidance. DB had read through AW's recommendations for Examiners; it was agreed that they should meet as soon as possible to discuss. AW and DB informed the meeting that they would be discussing this with Clare Skeels at a meeting on the 24 January. JW confirmed that he had uploaded the Reg.14 Consultation results to the NP website. TG will check with the parish clerk to confirm if it is on the Parish Council website. DB had not as yet addressed the confidential item.

### **5. Consideration of Reg. 16 Consultation**

DB had prepared a draft letter as the PNPSG "response" to the Reg. 16 Consultation when this is launched. A detailed discussion took place, aided by amendments drafted by TG. It was agreed that the response needed more detail. DB will re-draft in the light of comments received.

### **6. Forward Planning**

DB reported to the meeting that Clare Skeels had confirmed receipt of JW's photos for the NP and all was now with the IT department for uploading to the consultation site. The meeting agreed that a further informal public meeting/open evening should be arranged to enable the community to raise any questions caused by the Reg.16 consultation, the emphasis being on informal. DB will ask CS for feedback on the draft leaflet to go to each

household at the commencement of the consultation. DB will also do a short piece for the Parish Newsletter which AW can use to update the Facebook page. A key message would need to be that the NP cannot now be changed, but that support for the NP generally would be very helpful.

7. **Finance Report** (including general matters and grants)

TG noted that all Locality fund were at an end, and the PNPSG were now utilising the PPC grant to cover costs. DB agreed to highlight in the minutes and elsewhere that at the completion of our contract with Locality, the PNPSG had been asked by Locality to act as Ambassadors for Neighbourhood Planning. TG had agreed, particularly as the PNPSG have undertaken such a role on an ad hoc basis for some time.

8. **Date and time of next meeting**

Monday 6 February 2017 at 8pm at the Village Hall. AW gave her apologies in advance. A further date of 15 March was agreed.