



Joint St Helen Without and Wootton Neighbourhood Plan

Minutes of the Steering Group (SG) Meeting Held on Wednesday 18th July 2018 at 7.00pm Dry Sandford Primary School

Present: Carole Page (CP), Chair, Jan Banfield (JB) Andrew Lane (AL), John Ashton (JA), Cllr Richard Bahu (RB), Dennis Walton (DW) Mike Ricketts (MR), Kate Zarnecki (KZ)
KZ – minutes

Members of Public in Attendance: None in attendance

1 Apologies for absence

Apologies were accepted from Cllr Laurence Brockliss, Cllr Philip Painting, Rose Osborne, Georgie Clarke

2. Declarations of Personal or Personal and Prejudicial Interests (PorPI)

No declarations were made other than those previously declared.

3 Minutes of Last Meeting

JB clarified wording on Page 3, at item 7, 'summary' should read 'consultation statement'. The minutes of the last meeting were approved and signed by CP.

4 Matters Arising from Previous Minutes

The budget was discussed and MR stated he was leaving his post as Parish Clerk, and the new post holder would take over regarding the budget.
CP confirmed that the Carter Jonas document had been circulated to all members of the SG following the previous meeting.
JA said he had not yet responded to the invitation to visit Dalton Barracks.

5 Matters Raised by Members of the Public

There were no matters raised by members of the public.

6 LPP2 Update

The LLP2 examination is under way and JB and JA attended some sessions.

7. Pre-submission Neighbourhood Plan Update

CP thanked everyone who helped put together the outstanding information needed to complete the NP, which is ready for submission next Tuesday or Wednesday.



NMcG is finalising the document and expects it to have met the Basic Conditions and to be in general conformity to LPP1.

The LLP2 examination is under way and JB has contacted the Liaison Officer to clarify which documents need to be submitted with the NP. The Dalton Barracks session is scheduled for Thursday 26th July. A meeting is organised to plan for the examination session between JB and councillors from St Helens Without and Wootton parish councils. Information about the inspection is available on the Vale website.

The NP website needs updating and the person responsible is on holiday but RB said he would ask him to carry out the update on his return.

There have been few responses to the NP consultation from the public but some organisations, Natural England and Historic England have responded asking to meet with the NPSG. These meetings need to be arranged.

There was a discussion about printing the NP document. The front page has been agreed and Gwen has the updated document and is awaiting the last pieces of information from NMcG and Louise. The evidence base regarding the strategic vistas is awaited. All appendices need to be part of the main document.

The preferred option was that all documents, the final plan and all the consultation information should be available on the website but a hard copy needs to be available for the inspector. It was agreed that 5 copies need to be printed with the maps in colour and RB authorised the budget for printing for the purposes of the inspection. Dropbox will be used to give the Vale access to all the NP documents.

8 Next Steps/Timeline

There was a discussion about what will happen once the NP is made. It was agreed that an Implementation Group is necessary as any planning applications will have to take account of the NP once it is made.

9 Any Other Business

CP stated that as MR was stepping down from his role of Parish Clerk the issue arose of who would authorise the necessary cheques. It was agreed that, after a discussion with Andrew Ludlow, that the Parish Councillors on the NPSG would act as Liaison Officers to the parish councils until another clerk was appointed.

The meeting concluded at 20.03hrs.

JA offered his apologies in advance as he is unable to attend the next meeting.

Next Meeting – 8th August 2018 WADS – 7pm

Dates for 2018:

29 August, 19 September, 10 October, 31 October, 21 November, 12 December.