

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 33
21 November 2016
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paula Booker (PB)

Nick Townsend (NT)

Paul Davies (PD) - Apologies

Nick Bailey (NB) - Apologies

1. Notes of Last meeting

The notes of meeting No 32 were approved and had been posted on the website

2. Matters Arising

All actions from the meeting on 14 November had been completed.

3. Liaison Officer

Phil Baker continues to be most helpful, responding promptly to any queries.

4. Administrative matters

Current progress on the schedule for completion of NP is recorded at the end of these notes.

NB has prepared a list of possible consultees based on the reference document provided by Sarah Packham and also a draft letter to accompany the draft NP. The list of consultees and draft letter was reviewed and agreed by email during the last week. NB will circulate electronic copies of the draft NP as soon as it is available. **NB action**

TL will arrange distribution of hard copies. **TL action**

The date of the public consultation meeting was reviewed and it was agreed that it should remain on 5 December 2016 at the Village Hall. All members will assist with publicising the meeting. **All to action**

5. Draft Neighbourhood Plan

Gill Townsend has read the draft NP and submitted her suggested editorial changes. These were discussed and agreed changes were incorporated in the document together with other minor changes brought up during the final review. PB will tidy up the document after the meeting and forward to Nick Walker for printing tomorrow. **PB action**

Post meeting note: The draft NP was printed on 23 November and distribution of copies started. The draft NP was posted on the village website on 24 November.

6. Next meeting

Next meeting will be held at 9:30am on 5 December 2016 at the Village Hall to plan for the public consultation meeting that evening, also in the Village Hall at 7:30pm.

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN**

Item	Who	When	Status 21/11
Consultation Document			
Introduction - Vision, Background History	GC	31 May 2016	Amalgamated in final draft
Assessment of housing sites	Phil Baker	1 July 2016	Complete
Consultation on preferred housing site(s)	Phil Baker	Early-July 2016	Not required
Housing policies	NB	Mid-August 2016	Amalgamated in final draft
Environment and Coastal Management	NT	Mid-June 2016	Amalgamated in final draft
Infrastructure	TL	31 May 2016	Amalgamated in final draft
Well-being and Economy	PB/NB	Mid-June 2016	Amalgamated in final draft
Finalise draft plan	PD/GC	Mid-Sept 2016	Completed 21 Nov
Neighbourhood consultation start	TL	16 Sept 2016	Start 23 Nov
Revisions to draft NP			
Neighbourhood consultation finish	TL	28 Oct 2016	Revised to 9 January 2017
Revise draft NP	All	25 Nov 2016	
Submission of NP to SHDC	TL	2 Dec 2016	
Neighbourhood Plan			
Publication of NP (six weeks)	SHDC	9 Dec 2016	
Appointment of examiner	SHDC & TL	20 Jan 2017	
Review by Examiner (six weeks)	Examiner	27 Jan 2017	
SHDC review of examiner recommendations (six weeks)	SHDC	17 Mar 2017	
Examiner report and decision statement	Examiner	5 May 2017	
Publication of pre-referendum information	Electoral Services	12 May 2017	
Referendum (4 weeks)	Electoral Services	19 May 2017	
Publication of referendum decision and making of Neighbourhood Plan	SHDC	26 May 2017	