

**SOUTH MILTON PARISH COUNCIL**

**NEIGHBOURHOOD PLAN**

**Internal Meeting No 49**

**19 June 2017**

**RECORD OF DISCUSSION**

**Present**

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paul Davies (PD)

Nick Bailey (NB)

Nick Townsend (NT)

**1. Notes of Last meeting**

The notes of meeting No 48 were approved and had been posted on the website

**2. Matters Arising**

Actions arising from the last meeting on 22 May 2017 had all been completed.

**3. Liaison Officer**

Mandy Goddard had provided advice on how to implement the proposed green buffer between the Dairy Site and South Milton village. NB will follow up. **NB action**

**4. Administrative matters**

The schedule appended to these notes remains unchanged and Nick Chisholm-Batten (NCB) of AECOM has confirmed that the SEA can be completed by 30 June 2017. Preparation of the consultation statement and drafting the responses to the draft NP remain on track.

**5. SEA**

Comments on the SEA scoping report are due by 20 June 2017.

## 6. Draft Neighbourhood Plan

GC has posted the responses to the comments on the housing exhibition on the website.

GC has posted the notes of meeting with District Councillors Judy Pearce and Simon Wright on the website.

NB is continuing work on the consultation document. The main outstanding item is the responses to comments on the draft NP discussed below. **NB action**

Most of the meeting was taken up with discussion of the responses to comments prepared by NT which now runs to over 100 pages with 90% of the responses drafted. The following items were covered and/or agreed:

- Commentators will not be identified except authorities. Each commentator will receive a full response to comments document with a covering letter/email identifying their commentator number. Wherever possible electronic copies will be sent out and a copy will be put on the website.
- TL will review written agreement with Andy Bond. **TL action**
- NB will identify the issues that should be included in the Section 106 agreement for the Dairy Site. **NB action**
- The responses were reviewed comment by comment up to commentator 20 with NT making agreed changes as the meeting progressed. This exercise will continue at the next meeting. NT will complete the remaining responses and update the responses to commentators 20 to 43 to reflect the agreed changes to date. **NT action**
- There are some housing issues that require further investigation before responses can be finalised – NT will identify these and NB will action. **NT/NB action**
- There are some highway issues (access to village hall car park and passing places) that require further investigation before responses can be finalised – **PD action**

The NP will be updated once the responses to the comments on the draft NP have been finalised and the SEA has been completed. **All to action**

## 7. Next meeting

The next meeting will be at 9:30am on 3 July 2017 at Collacott Barn to discuss the SEA, the consultation statement and finalise the responses to the draft NP

**SOUTH MILTON  
NEIGHBOURHOOD PLAN  
PROJECT PLAN  
CONSULTATION TO PUBLICATION**

Item	Who	When	Status 19/06/17
<b>Consultation Document</b>			
Draft plan published	PD/GC	23 Nov 2016	Completed
Neighbourhood consultation completed	TL	16 January 2017	Completed
<b>Revisions to draft NP</b>			
Exhibition of housing proposals	All	7/8 April 2017	Completed
Complete SEA/HRA	Consultant	30 June 2017	In progress
Respond to comments on draft NP and exhibition	All	7 July 2017	In progress
Consultation statement	All	28 July 2017	In progress
Finalise NP	All	28 July 2017	
Submission of NP to SHDC	TL	4 August 2017	
<b>Neighbourhood Plan</b>			
Publication of NP (six weeks)	SHDC	11 August 2017	
Appointment of examiner	SHDC & TL	18 August 2017	
Review by Examiner (six weeks)	Examiner	29 September 2017	
SHDC review of examiner recommendations (six weeks)	SHDC	10 November 2017	
Examiner report and decision statement	Examiner	22 December 2017	
Publication of pre-referendum information	Electoral Services	12 January 2018	
Referendum (4 weeks)	Electoral Services	9 February 2018	
Publication of referendum decision and making of Neighbourhood Plan	SHDC	16 February 2018	