

**BRACKENFIELD NEIGHBOURHOOD PLAN
MEETING OF THE NEIGHBOURHOOD PLAN GROUP
AT THE CHURCH HALL, BRACKENFIELD ON TUESDAY 4TH SEPTEMBER 2018 AT 6PM**

Present: Linda Walker, Caroline Wakefield, David Wakefield, Andrew Towler (Consultant), Stefan Priest, Martin Philips, Neal Steeper, Peter Pilsbury; Mike Edwards; Christine Edwards,

Apologies: Anne Edgar

Minutes of the meeting on 6th August Agreed.

To consider and agree the draft plan including supporting documents

The plan and supporting documents were agreed subject to minor changes, typos etc. identified in a list to be sent to Rachel for editing. It was agreed that the plan documents clearly express what is distinctive about Brackenfield and the aspirations of the community.

Pre-submission consultation (regulation 14) arrangements:

Martin has alerted the PC to the need for them to agree the draft plan by 18th September. He has emailed a link to the electronic documents and will take 2 hard copies to the PC meeting on 10th September.

Rachel and Andrew will make final amendments and send link to the final documents.

Once agreed, Martin will work with Richard (I.T. Consultant) so that the documents can be accessed via www.brackenfield.org website and will arrange a link to go on the PC website.

Rachel will write a paragraph to go on the website, facebook and notice board, advertising the consultation and inviting responses and will also write a paragraph to go on the PC website with a link to the BVA website.

Andrew will prepare a letter to be emailed to all consultees and will send to Christine with a complete list of email contacts for all the bodies who need to be consulted. The aim is for this to go out on 20th September with an 8 week consultation period. This will end around 15th November.

Andrew will summarise the feedback, to be discussed at the next steering group meeting rescheduled for Tuesday 20th November.

Following this, any further changes will be made and then the Plan will be submitted to NEDDC for further consultation and the appointment of an External Examiner. The steering group will be asked to appoint one of three Examiners suggested.

Budget:

It was unanimously agreed to purchase a projector for use by the steering group during consultation events and post-referendum implementation. Mike will research suitable models and sources and let Martin have details. This will be funded from the funds held by the PC who can reclaim VAT.

Mike will also check prices for a suitable screen and display boards.

Next meetings: All at Brackenfield Church Hall at 6pm

Tuesday 20th November; Tuesday 18th December; Tuesday 15th January 2019

