

MINUTES OF A MEETING HELD ON MONDAY 25th MARCH 2019

| Subject | Description | Actions |
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| Present: | Geoff Chapman (Chair), Ruth Knight, Wendy Tilley, Nick Tilley, Emma Turner, Sue Robinson | |
| Apologies: | Hannah Pearce, Pip Hartley | |
| Minutes of last meeting and matters arising | The minutes of the meeting held on 4 March 2019 had been accepted as an accurate record of the meeting. Other than those itemised on the agenda, there were no further matters arising. | |
| Declarations of interest | Declarations of interest for specific sites will be noted as and when the specific sites are discussed. | |
| Site assessment | Progress since the last meeting: Letters re additional site visits had been sent to landowners and replies had started to be returned. | |
| Identifying green spaces and local facilities | A draft statement and policy had been written and circulated. The contents had been discussed and agreed. | |
| Project bid Grants | It had been agreed that we would need to identify a project brief to include 'where we are at' and 'what we want to achieve' and seek quotes for support to write up the NP. The NWPC would require three quotes. GC had put together a project bid. This had been circulated. Grant applications for the financial year 2019/20 had not yet opened. GC would make a bid for grant funding when grant applications had been opened. However, it had been agreed that we should also look at the suitability of drawing down a suitable technical support package and the decision on this could affect the requirements of the project bid. All members had been tasked to read the relevant document on the neighbourhood planning website (GC to email link). Members should assess the document with reference to how we might use any technical support and email any responses to the team. | All |
| Future meetings | Dates for the next three meetings had been agreed. They are: Monday 15 th April Monday 13 th May Monday 3 rd June | |
| Date of next meeting | Monday 15th April, 8pm. Venue tba | |

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