



WOOTTON PARISH COUNCIL



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Minutes of the Virtual Meeting of the **Neighbourhood Plan Steering Group** held via Zoom on Wednesday 24th February 2021 at 8pm.

Agenda no	Agenda item title		
Open Forum	There were no members of the public or press present via Zoom and so the meeting continued without adjournment.		
Present	Gareth Lloyd (GL – parish councillor, in the chair), Clive Baker (CB), Gerald Bygraves (GB – parish councillor), Bob Hensher (BH – parish councillor), Hazel Martin (HM – parish councillor), Jeff Noakes (JN – parish councillor), Stuart O'Dell (SO – parish councillor), Paul Quirk (PDQ – parish councillor) and Keith Randell (KR – parish councillor). Also in attendance: Trevor Roff (TR – Regeneration Positive) and Sally Stroman (SS – APC Planning). Also in attendance: Sue Edgar Playford (SP - Clerk to the Council and Responsible Financial Officer).		
Absent (no apologies received)	None.		
Agenda no	Agenda item title	Resolution	Action
NP21/012	Apologies for absence. John Wheeler (JW – parish councillor). JW is also the Borough Councillor for Wootton.	Noted for the minutes.	SP to keep on file.
NP21/013	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
NP21/014	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. No requests received.	N/A.	N/A.
NP21/015	Minutes of the previous meeting.	Resolved to receive and adopt.	SP to keep on file.

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	Minutes are published on the Wootton Parish Council website: http://woottonpc.bedsparishes.gov.uk/. Members of the Neighbourhood Plan Steering Group are asked to receive and adopt the minutes of the Neighbourhood Plan Steering Group meeting held on 27th January 2021.	Proposed: JN. Seconded: KR. Resolved by all present.	
NP21/016	Matters arising from the minutes – for information only. - NP18/063 – Theme Group progress. All reports have been reviewed and will be revisited when needed. - NP21/009 + NP21/020 – New/ongoing landowner/agent communication(s). Refer to agenda item NP21/020. - NP21/006+NP21/007 + NP21/017+NP21/018 – Emerging Neighbourhood Plan. Refer to agenda item NP21/017+NP21/018. - NP21/010 + NP21/021 – Strategic Environmental Assessment Screening Report. Refer to agenda item NP21/021. - NP20/099 – ‘Changes to the current planning system’. It was resolved 16th September 2020 (NP20/099) that the six month rule regarding Neighbourhood Plan submissions for examination was unreasonable and should be extended to nine months. That recommendation was taken to the Planning & Environment Committee which accepted the same on 30th September 2020 (P20/199). Central government has determined a transition period will be applied, but only to areas delivering the additional cities and urban centres uplift – the following link provides fuller information: https://www.gov.uk/government/consultations/changes-to-the-current-planning-system/outcome/government-response-to-the-local-housing-need-proposals-in-changes-to-the-current-planning-system	No further comments received.	SP to keep on file.
NP21/017	To receive a report from APC Planning (Sally Stroman) regarding the latest draft of the Neighbourhood Plan and to make recommendation to Full Council as necessary.	No further comments received.	N/A.
NP21/018	To receive a report from Regeneration Positive (Trevor Roff) regarding additional key issues surrounding the latest draft of the Neighbourhood Plan and to make recommendation to Full Council as necessary.	No further comments received.	N/A.
NP21/019	To receive a report from APC Planning (Sally Stroman) and members of the Neighbourhood Plan Steering Group regarding ongoing responses in relation to the Regulation 14 Pre-Submission Public Consultation and to make	SS thanked SO and SP for their efforts in collating resident responses into a draft report, to which SS had added further comments	SS to take forward.

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	recommendation to Full Council as necessary.	before circulating ahead of this meeting. It was noted several issues relating to the GP surgery, the schools capacity and traffic were outside the scope of the neighbourhood plan. SO thanked SP and SS for their contributions on the same. It was noted SS continued to work on the statutory consultee responses and a completion date of two weeks was anticipated. All proposed changes would be annotated and brought to this steering group for discussion and formal resolution. It was further noted SS continued to review an initial draft response to residents who had been in direct contact.	
NP21/020	To receive a report from APC Planning (Sally Stroman) and Regeneration Positive (Trevor Roff) regarding new/ongoing landowner/agent communications and to make recommendation to Full Council as necessary.	TR confirmed he had been approached by landowners/agents requesting an update. It was noted a formal resolution on all proposed changes (as noted under agenda item NP21/019) was necessary, before further communications took place. Any revised indicative site plans would also be requested after a resolution had been passed.	TR to take forward.
NP21/021	To receive further information/updates from APC Planning (Sally Stroman) and to make recommendation to Full Council as necessary.	It was noted SS had approached AECOM in relation to the completed Strategic Environmental Assessment report, as modest changes would be required. SS confirmed a further, formal discussion with AECOM would be held after a formal resolution on all proposed changes (as previously detailed) had been passed.	All to note.
NP21/022	To receive further information/updates from Regeneration Positive (Trevor Roff) and to make recommendation to Full Council as necessary.	No further comments received.	N/A.

Meeting closed at 8.20pm.

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