



WOOTTON PARISH COUNCIL



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Minutes of the Virtual Meeting of the **Neighbourhood Plan Steering Group** held via Zoom on Wednesday 17th March 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), Keith Randell (KR – parish councillor) and John Wheeler (JW – parish councillor – arrived at 9.03pm). JW is also the Borough Councillor for Wootton. 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)	Paul Quirk (PDQ – parish councillor).		
Agenda no	Agenda item title	Resolution	Action
NP21/023	Apologies for absence. None.	N/A.	N/A.
NP21/024	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
NP21/025	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.
NP21/026	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:</i>	Resolved to receive and adopt. Proposed: SO.	SP to keep on file.

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	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 24 th February 2021.	Seconded: KR. Resolved by all present.	
NP21/027	Matters arising from the minutes – for information only. - NP18/063 – Theme Group progress. All reports have been reviewed and will be revisited when needed. - NP21/020 + NP21/031 – New/ongoing landowner/agent communication(s). Refer to agenda item NP21/031. - NP21/017+NP21/018 + NP21/029+NP20/030 – Emerging Neighbourhood Plan. Refer to agenda item NP21/029+NP21/030. - NP21/021 + NP21/032 – Strategic Environmental Assessment Screening Report. Refer to agenda item NP21/032.	No further comments received.	SP to keep on file.
NP21/028	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.	An update was provided under agenda item NP21/030.	N/A.
NP21/029	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.
NP21/030	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 recommendation to Full Council as necessary.	APC Planning's draft report addressing all statutory consultee findings was circulated ahead of this meeting. After detailed discussion it was resolved to accept all representations noted within the report, with a number of additions. The next stage would be to review site allocations as part of those representations and a further draft Neighbourhood Plan would follow. It was further resolved to accept APC Planning's previous report which addressed resident findings and it was noted that report would also be updated in line with the upcoming draft Neighbourhood Plan. SS then referenced the possible inclusion of a draft home working policy and it was resolved	SS to take forward.

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		to include that policy also in the upcoming draft Neighbourhood Plan. Proposed: SO. Seconded: JN. Resolved by all present. It was also noted SS continued to review an initial draft response to residents who had been in direct contact.	
NP21/031	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.	No further comments received.	N/A.
NP21/032	To receive further information/updates from APC Planning (Sally Stroman) and to make recommendation to Full Council as necessary.	No further comments received.	N/A.
NP21/033	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 9.30pm.

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