



WOOTTON PARISH COUNCIL



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Minutes of the Virtual Meeting of the **Neighbourhood Plan Steering Group** held via Zoom on Wednesday 31st March 2021 at 8.04pm.

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), Jeff Noakes (JN – parish councillor), Stuart O'Dell (SO – parish councillor) and John Wheeler (JW – parish councillor). JW is also the Borough Councillor for Wootton. Also in attendance: Trevor Roff (TR – Regeneration Positive). 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
NP21/034	Apologies for absence. Hazel Martin (HM – parish councillor), Keith Randell (KR – parish councillor) and Sally Stroman (SS – APC Planning).	Noted for the minutes.	SP to keep on file.
NP21/035	Disclosure of local and/or disclosable pecuniary interests. TR disclosed non-pecuniary interests – having knowledge of local landowners and having had previous professional dealings with site promoters and planning consultants.	Noted for the minutes.	SP to keep on file.
NP21/036	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.

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NP21/037	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: http://woottonpc.bedsparishes.gov.uk/.</i> 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.	Resolved to receive and adopt. Proposed: SO. Seconded: JN. Resolved by all present.	SP to keep on file.
NP21/038	Matters arising from the minutes – for information only. - NP18/063 – Theme Group progress. All reports have been reviewed and will be revisited when needed. - NP21/031+NP21/042 – New/ongoing landowner/agent communication(s). Refer to agenda item NP21/042. - NP21/029+NP20/030+NP21/039+NP21/040+NP21/041 – Emerging Neighbourhood Plan. Refer to agenda item NP21/039+NP21/040+NP21/041. - NP21/032 + NP21/043 – Strategic Environmental Assessment Screening Report. Refer to agenda item NP21/043.	No further comments received.	SP to keep on file.
NP21/039	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.	In the absence of SS no report was available.	N/A.
NP21/040	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.
NP21/041	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.	Initial discussions centred on the need to determine the level of detail necessary in relation to the draft response to residents who had been in direct contact. Two draft versions of the proposed response had been circulated ahead of this meeting. SO then left the meeting before any recommendation was made. After detailed discussions a recommendation was made to Full Council that the more detailed version would be the response used and SP agreed to finish collating all responses ahead of the next Full Council meeting on 14 th April 2021.	SP to take forward.

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		Proposed: GL. Seconded: GB. Resolved by all present.	
NP21/042	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.
NP21/043	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.
NP21/044	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 8.50pm.

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