

Long Itchington Neighbourhood Plan Steering Group

Minutes of meeting held on Tuesday 5th November at 2.30pm

Present: Andy Jack (AJ), Richard Jackson (RJ), Jon Venn (JV), Sally Shillitoe (SS)

Apologies: Barbara Atkins (BA)

1. Matters Arising from previous meeting.
 - Discussion of whether an Executive Summary would mean too much repetition of material in Foreword and in Policy. Agreed it would but to check whether other adopted NPs had one. All agreed that something similar would need to be provided when draft went out to consultation to explain the rationale behind the document and to signpost people to different sections in which they may be particularly interested.
 - Need to establish the when, what and how of Stage 3 of the process (6 week parish consultation)
 - Agreed that all were happy with the changes made to the current draft – thanks as ever to AJ for his sterling work.
2. Correspondence
 - Savills have emailed both SS and JV asking for updates on the progress of our NP, despite SS responding to their previous email that milestones in our progress would be publicised on the PC website. Agreed to ignore such emails.
3. **RJ and AJ** agreed to meet on 11th November to go through policies and establish what maps were needed.
4. **SS and BA** to meet to sketch out a design for the cover and agree what content and elements Paul Telfer should incorporate into this.
5. Neil Pearce (APS) had submitted comments on our draft. These were gone through, resulting in some changes we agreed with which AJ would incorporate, some that we disagreed with and a number that required further discussion/explanation with Neil. **SS** to invite him to our next meeting, for which a number of possible dates were agreed. **BA** to double check if our amended BUAB has been agreed by SDC.

Meeting closed at 4.20pm.

Thanks to AJ for his hospitality.