



**Minutes of the meeting of the Neighbourhood Plan Steering Group
 held on Thursday 5th November 2015 at the Village Hall, School Approach, Weston Turville.**

PRESENT:

Parish Councillors: David Hillier, Michael Connolly, Jim Paterson, Mandi Simons, Nick Treacher

Community Members: Ian Tilleard-Haines, Jenny Puddefoot, Margaret Stacey

NP8	<p>APOLOGIES</p> <p>Apologies were received from Cllrs M Jarvis, M Munday and D Sibley and Keith Fensom. Peter Chilman had contacted the Clerk to advise he would not be able to be part of the steering group due to other commitments.</p> <p>Cllr Mandi Simons chaired the meeting in the absence of Cllr Jarvis.</p>	
NP9	<p>DECLARATIONS OF INTEREST</p> <p>All members of the steering group owned property within the neighbourhood area.</p>	
NP10	<p>TERMS OF REFERENCE</p> <p>The draft terms of reference based on the model obtained from the Planning Aid website were considered and agreed. The Clerk would upload a copy to the website.</p>	
NP11	<p>PLANNING CONSULTANT</p> <p>The steering group considered the two quotes that had been received from planning consultants and also whether it would be feasible to produce a neighbourhood plan without the assistance of a consultant.</p> <p>After discussion it was agreed to use a consultant and that the preferred consultant was Jennifer Lampert Assoc. The Clerk would arrange a meeting with them to find out more about their services and how they can help with the production of the plan and the next steps.</p>	
NP12	<p>NEXT STEPS</p> <p>Arrange a meeting with Jennifer Lampert Associates at the earliest opportunity.</p> <p>Cllr Jim Paterson agreed to lead on highways matters, including parking.</p>	Clerk
NP13	<p>DATE OF NEXT MEETING</p> <p>The next steering group meeting would be 3rd December.</p>	

Signed: _____ Dated: 03/12/15 _____