

## POTTON NEIGHBOURHOOD PLAN

Minutes of the Meeting of the Potton Neighbourhood Planning Steering Group held on Thursday 8<sup>th</sup> November 2018, at the Community Centre which started at 7.00pm.

**Present:** Cllr John Hobbs Chairman, Cllr. Jonathan Lean, Cllr. Jonathan Price Williams, Bob Kett, Dan Norman, Andrew Inkersole, and John Day

### **1 Apologies for Absence**

Dick Knifton

### **2 Declaration of Interest**

Councillors were reminded that they should declare an interest in any matter of personal or prejudicial interest to be discussed at this meeting. Information about this requirement had been on the table.

### **3 To approve and sign the Minutes of the Meeting held on 11<sup>th</sup> October 2018**

Minutes of the meetings held on Thursday 11<sup>th</sup> October 2018 were approved.

### **4 Matters arising**

Matters arising are within the agenda items

### **5 Final Neighbourhood Plan docs for Reg 16 submission (on website)**

JH thanked members for their examination of the documents uploaded to the NP website. Suggested amendments have been made and the website updated accordingly.

### **6 Regulation 16 Consultation**

JH reported that following communication from Tom Price (CBC):

1. Annex C was reviewed to form a Consultation Statement. Consultation Statements for Wing and Aberford were used as guidance.
2. A Basic Conditions Statement was added to the supporting documents for the NP. Again, the conditions statements for Wing and Aberford were used for guidance.

The Potton NP website now contains all documents that will be submitted for Regulation 16 Consultation.

## **7 Locality Health Check**

JH and Jonathan Whitehurst (JW), Clerk to PTC, completed an 'Expression of Interest' form for Locality, asking for a NP Health Check. Following a resulting telephone interview with JW and JPW, the following course of action was made:

- Locality would assess our application and give a Yes/No decision within a week.
- Locality will decide on what programme of support we need.
- Locality to appoint a planning expert to work with us
- Health Check should be completed within 28 days.

Although this delays the submission of our NP for Regulation 16 Consultation, it is hoped that the outcomes of the Locality Health Check will ease the consultation with CBC.

## **8 Next Steps**

- Review the Potton NP and supporting documents in the light of the Locality Health Check.
- Submit the NP for Regulation 16 Consultation.
- Review the NP in the light of the outcomes of the Regulation 16 Consultation.
- Draft our strategies for preparation and support for a future referendum (hopefully in February 2019).

**7 Date of next meeting: Tuesday 18<sup>th</sup> December 2018  
7pm in the Rising Sun.**

Signed .....Chairman

Dated.....