

POTTON NEIGHBOURHOOD PLAN

Minutes of the Meeting of the Potton Neighbourhood Planning Steering Group held on Thursday 6th September 2018, at the Community Centre which started at 7.00pm.

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

1 Apologies for Absence

Cllr. Geoff Emery

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 7th June 2018, 12th July 2018 and 19th July 2018

Minutes of the meetings held on Thursday 7th June 2018, 12th July 2018 and 19th July 2018 were approved.

4 Matters arising

JH contacted Tom Price, CBC to ask for the Site Assessment Map to be updated to include the Brookfields development. Tom Price will also produce a Potton Policy Map which will show the approved development sites, Local Green Space areas and the Green Wheel proposals.

5 Final Neighbourhood Plan

The steering group completed the amendments to the draft Neighbourhood Plan.

JH agreed to complete the amendments to the draft NP in the preferred format for Right Click (pdf comments) and circulate to the NPSG for proof reading. The amended draft NP will then be sent to Right Click for revision.

Tom Price has said that we only need to send one paper copy of the NP and supporting documents, together with e-versions.

It was agreed that the authors of the Annexes would make the amendments as required:

- Annex A – JH
- Annex B – JD/BK/AI
- Annex C – JH
- Annex D – JL
- Annex E – DN/JL
- Annex F – BK/JD/AI
- Annex G – JPW
- Annex H (new - Implementation and Monitoring.) – JH/JPW

6 Next steps

We will aim to send all required documentation to CBC by the end of September 2018.

**7 Date of next meeting: Thursday 11th October 2018
7pm in the Community Centre**

SignedChairman

Dated.....