

Steering Group Meeting Notes by Zoom on the 7th Jan 2021 at 2pm

Present Cllr Greenwood (Chair), Cllr Webb (V Chair), Cllr Allen-Shepherd and Cllr Bigg
Secretary

1. Apologies for absence

None

2. Declarations of interest

None

3. Approval of notes from previous meeting 10th Dec 2020

Approved

4. Actions outstanding from last meeting

None outstanding

5. Chairman's Update

Local Plan Committee 14/12/20 - JG had attended the meeting and read out a statement that had been approved by the group. There was a lot of sympathy from the Committee but nevertheless accepted the recommendation for the Plan to not go to Referendum. Everyone on the NP database for updates had been advised of the decision.

Great Totham NP Reg 14 Consultation – JG was drafting comments for this and welcomed any further comments.

Brook Meadow - Consultation ended on the 18th Dec 2020

Bloor Homes Meeting – All Members of the SG attended the meeting on the 10th Dec 2020. Following on from this there were several discussions regarding Green spaces and the responsibility of the upkeep of these spaces. It was decided that the Chairman of the Amenities committee would approach CBC to discuss the policy regarding the ownership of greenspaces provided as part of new developments. (5a Action DW)

Steering Group Membership - the group were sorry to hear that Cllr Bigg would be resigning from the group due to personal reasons as soon as a replacement could be found. Cllr Greenwood had put a request out to all councillors asking if they would like to join.

6. Correspondence

A letter had been received from the MP regarding the recommendation from the independent examiner to not go to referendum noting the ongoing commitment of TPC and CBC on revising the proposals and offering her assistance with any enquires that she could make on our behalf.

A letter had been received from a resident asking where the current plan had come from and would like to know what constitutes a high number of key services as stated in the Plan.

7. Plan of Action

Letter to NPIERS – JG had sent a draft to CBC for comment. CB praised the quality of the letter. SS had some suggestions that she felt would improve it and she would forward these.

(7a Action SS)

Still awaiting a response from CBC re fundamental issues discussed at last meeting. JG to contact Navigus re some of the issues

(7b Action JG)

Parish Boundary Review – It was suggested that Plan is sorted first and then look at asking for a Boundary Review. Secretary was asked to diarise this for the future.

8. Call for sites Update

After some discussion it was decided that JG would produce some sort of draft for calling for any additional land.

(8a Action JG)

9. Review of group structure and terms of Reference

The new Terms of Reference were agreed by the group and would be put forward to the Parish Council for approval. JG to draft an update detailing the main changes to the group structure, this to be circulated to the Steering Group for further discussion or amendments and then to be sent to the current Working Group. The structure would basically be that the Steering Group remains technically a *Working Group* within the Parish Council, and may then have task groups cascading from this at various times. This will reduce number of meetings significantly allowing tasks to be done more efficiently. It was suggested that the meetings take place on the first Wednesday of the month in the evening to allow as much access to people as possible. A schedule of dates would be made available in due course.

An additional update would be put out to those on the database in due course.

(9a Action JG/9b Secretary/9c Group/9d Secretary)

10. Finance

Consultants invoice had been received for work completed since receiving the examiner's report. The group approved this expenditure and asked that the Secretary contacted the consultant asking that any additional invoices to be itemised with a breakdown of the work.

(10a Action Secretary)

Only other expenses were office expenses.

11. Date of Next Meeting

3rd February at 7pm

Meeting closed at 3.33pm