

## **Steering Group Meeting Notes by Zoom on the 7<sup>th</sup> April 2021 at 6.30pm**

Present

Cllr Greenwood (Chair), Cllr Webb (V Chair), Cllr Allen-Shepherd and Cllr Redgewell

2 members of the public

Secretary

### **1. Apologies for absence**

None

### **2. Declarations of interest**

None

### **3. Questions from the Public**

None

### **4. Approval of notes from previous meeting 3<sup>rd</sup> Mar 2021**

Approved

### **5. Actions outstanding from Previous Meeting 3<sup>rd</sup> Mar 2021**

None

### **6. Approval of additional Steering Group Member**

Steve Read was welcomed to the Group by unanimous decision.

Action Secretary to send New Terms of Reference

### **7. Letter regarding publication of the route map options and seeking public opinion**

A question had been asked by a resident regarding whether the group were going to publicise the route map options that it previously produced and seek public opinion ? As far as he was aware it had not been promoted to the wider community or published for residents to comment or give a preferred choice to the group.

The resident was not present and a written response would be sent stating that there was no intention to submit these documents for public consultation and the reasons behind this

Action Secretary to send letter to the resident

### **8. Chairmans Update**

- Complaint to CIEMM

The Parish Council had agreed for this complaint to be sent and an acknowledgement letter had been received.

- NPIERS response

A sympathetic response had been received from NPIERS regarding the examination of the Plan

Action Chairman to send copy of letter to Secretary for record purposes

It was suggested and agreed that Secretary should send Examination Documentation to the RCCE for information purposes

Action Secretary to send Examiners Report, joint statement by CBC & TPC and the Decision Statement

- Revised NPPF and Design Codes consultation

The chairman thanked those who had responded to this consultation

- Marks Tey Reg 16 consultation

A response had been sent congratulating them on their plan

- Letter regarding delivery at Tower End

No response had been received and would be chased up

Action Chairman to draft second letter for Secretary to send out

## 9. Correspondence

None received

## 10. Finance

A quote had been provided by the consultant for £2590 for future work but had since been updated with further work, totalling £3220

Secretary had spoken with Borough Cllr Wood regarding £4000 that had been promised from their allowance to assist with consultant fees. This had been paid at the end of Dec. A letter of thanks had been sent to the three councillors recently.

Secretary had received invoice from Consultant for work done between Jan – Mar 21 totalling £175. This was agreed unanimously by members to be paid and would be passed onto the Clerk for payment.

Total expenditure for 2020 – 21 to be advised at next meeting.

## 11. A12 Feedback on 15/3 update with Highways England

Attended by JG and SAS. Presentation slides were shared with the group

Action Chairman to forward onto members.

## 12. Progress with NP – Feedback on CBC meeting of 5/3/21

The main outcome of this meeting was for consultant to redraft policies and justifications in line with examiners recommendations as well as beginning the additional evidence gathering to support the justifications, namely in 4 areas, Village centre, Commercial activity, Community infrastructure and Health

**13. To consider CBC advice regarding completion of SEA by independent consultant**

It was unanimously agreed that consultant would be requested to put together a brief for preparation of the SEA by an independent source. Secretary advised that a SEA could be done by Grant Technical Support which would not incur costs. She would research the timescales on this and reported that the grant programme 21/22 was not yet open for applications.

Action Secretary to investigate the Technical Support Package

**14. To establish a database for previous working group**

Under the new structure, the former working group were not receiving agenda's, notes or zoom invites. Since this agenda had been prepared, Secretary advised that the latter would cease anyway from May 6<sup>th</sup> 2021 as a change in legislation would not allow zoom meetings to take place after this date. Our May Meeting was scheduled for May 5<sup>th</sup> so Zoom will be permitted for this meeting, but will not be able to proceed with the June meeting via zoom. Unfortunately, the Main Hall at the Community Centre is booked on the 2<sup>nd</sup> June. She advised that if the Small Hall is used, and numbers exceed covid limitations on the evening we would not be able to go ahead for health and safety reasons so maybe more resourceful to select another evening. This was met with some resistance and members felt we should be offering some sort of system where people book if they are coming so that we know numbers before-hand. She explained we would not be able to do this as an open meeting and reiterated that if we use the Small Hall numbers cannot be exceeded and the meeting would have to be cancelled on the evening as the large hall is not available. After further discussion it was agreed to defer the decision of changing the date until the next meeting.

A list would be made up of the people who were attending meetings up to the Plan being submitted to check whether they would like Agendas/Notes to be sent to them.

Action Secretary to contact members re list

Action Secretary to add to next agenda – June Meeting 21 – venue and date

**Meeting closed at 8.15pm**