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| Rolleston on Dove Parish Council - NDP Steering Group - Minutes of Meeting |

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| **Minutes – Meeting held 16 October 2017 at 7.00pm** |

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| Location | **Rolleston Club Committee Room** |
| Attendees: | Cllr Barry Gooding (BG), Lisa Claber (LC), Jo Daniel (JD), Peter Barnett (PB) |
| Distribution: | Attendees + Parish Clerk + Parish Councillors + Cllr. Philip White |
| Chairman: | Lisa Claber **(LC)** |
| Next Meeting: | 30 October 2017 commencing at 7pm |

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| **Purpose of Meeting: To meet with planning consultant and discuss the Project Plan**  Contact details of members  Lisa Claber - Chair - lisaclaber@gmail.com; lisa.claber@purposefpr.co.uk; 01283 569144; 07971 800 836  Barry Gooding - Minute Secretary - barali01@btinternet.com; 01283 812116; 07799 436538  Jo Daniel - jo\_daniel@btinternet.com; 01283 350505; 07956 115998  Peter Barnett - pethelbarnett@aol.com  Philip White -philipwhite@ahwlegal.com; 07712 836242  Steve McManus - artsm@btinternet.com; 07824 901502 |

|  | **Note** | **Action** | **Deadline** |
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| **1.0** | **Apologies for Absence** |  |  |
|  | Cllr. Philip White |  |  |
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| **2.0** | **Minutes of meeting held 25th September and actions arising** |  |  |
| 2.1 | Locality Grant Application  The "on-line" grant application has been made for £9k  Lisa has had exchanges with Locality and clarifications have been made on the application to Locality.  We expect to receive confirmation of the grant in a few weeks. |  |  |
| 2.2 | Urban Vision support proposal  The revised proposal from Urban Vision dated September 2017 to provide professional planning support had been received and included in the grant application to Locality.  The support consists of 3 Support Packages. SP1 of 5 days duration being for Plan development; SP2 of 3.5 days duration for Regulation 14, and SP3 5.5 days this being for General Support.  It was agree to appoint Urban Vision for Support Packages 1 and 2 in the first instance. This being based on a Fee of £500 per day + VAT Travel costs.  Support Package 3 appointment would be issued as required  BG is to DRAFT an appointment letter and distribute | BG | 20.10.17 |
| 2.3 | Lisa had distributed first set of policies for review |  |  |
| **3.0** | **AGENDA ITEMS** |  |  |
| 3.1 | A review of the Policies was discussed comparing existing NP policies and other policies from other NPs  After discussion and agreement on Policy Headings it was agreed that members would each review and propose wording for allocated policies.  H3 - Affordable Housing - JD  D1 - Green Spaces - LC  D2 - Residential Design - SM  T1 - Transport - SW  D3 - Energy Efficiency - SM  H2 - Housing Types - BG  H1 - Housing Requirements - PB  F1 - Flood - BG  Policies proposals to be emailed round the group for prior review. |  |  |
| 3.2 | Lisa to send members via "drop box" the next template version of the NP - 23 October 2017 v2 |  |  |
|  | **Date and time of next Steering Group Meeting**  **Monday 30th October at 7pm in Committee Room of club**  **AGENDA ITEMS**  **1 Review NP** | ALL |  |