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

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| **Minutes - Meeting held 23 March 2018 at 7 pm** |

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| Location | **Rolleston Club Committee Room** |
| Attendees: | Cllr Barry Gooding (BG), Lisa Claber (LC), Jo Daniel, Cllr Steve McManus  Hannah Barter of UV |
| Distribution: | Members + Parish Clerk + Parish Councillors + Peter Barnett + Philip White |
| Chairman: | Lisa Claber **(LC)** |
| Next Meeting: | **Wednesday 11 April 2018 commencing at 7 pm with Hannah Barter of UV** |

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| **Purpose of Meeting: To review V5 of the DRAFT NP and action from meeting held 2 March 2018** |

|  | **Note** | **Action** | **Deadline** |
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| **1.0** | **Apologies for Absence** |  |  |
|  | Peter Barnett (PB); Philip White (PW) |  |  |
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| **2.0** | **Actions from meeting held 2 March 2018** |  |  |
| 2.1 | The Rolleston Village Design Statement (1998) was discussed during the PC meeting held 12 March 2018. Councillors agreed with the Steering Group proposal to withdraw the design statement. BG is to request the Parish Clerk to formally withdraw the statement with ESBC | BG | 29.03.18 |
| **3** | **Minutes of Meeting held 23 March** |  |  |
| 3.1  3.2  3.3  3.4 | The V5 of the Draft Plan had been circulated prior to the meeting  UV had provided proposed amendments as a result of their review of V4  LC had requested Staffordshire Wildlife Trust to produce an ecology survey of the village; to be issued 9th April  A “page turn” review was made of the V5 draft version  1 – To ADD Consultation Table  2 – Various information to be included in the plan when received from Naomi of ESBC e.g. pdf of Settlement Boundary based on ESBC LP; map of orchard at top of Beacon Road  3 – The 1998 village Design Statement to be formally withdrawn  4 – Section Community and Stakeholder Engagement – to include updated Consultation Table and to review text from Doveridge NP  5 – LC to update to V5 and issue ASAP to group members for review  Groundwork grant Application  LC to make new application for £2k based on UV Proposal 2 costs plus advertising, printing, room hire costs etc.  LC to discuss with PC Clerk  Reg 14 date agreed 21st April  It was agreed that the Reg 14 date could be met | LC  LC | ASAP  ASAP |
| **4** | **PROJECT PLAN** |  |  |
|  | Updated | BAG |  |
| **5**  **5.1** | **AOB**  1 Consultation Statement - revised statement letter provided by JD was discussed. BG to update, issue to group members for review and BG will arrange inclusion in Rollestonian by 14 April deadline  2 REG 16 on the Project Plan is the time for the PC to send letter to ESBC withdrawing the present NP. ESBC Naomi is to check to see if ESBC have a proforma for the document  3 ESBC Naomi is to provide to the group a list of ALL consultees  Next Meeting Wednesday 11 April commencing at 7pm  **Proposed AGENDA**  1 Review V6 of draft plan and finalise  2 To consider the mechanism for informing the community of the update plan before Reg 14 submission. The Road Map Guide, page 48, provides guidance for pre-submission consultation. | BG  ALL | 29.03.18 |