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

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| **Minutes - Meeting held 23rd November 2018 at 3.30 pm** |

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| Location | **Rolleston Club Committee Room** |
| Attendees: | Cllr Barry Gooding (BG), Lisa Claber (LC), Cllr Steve McManus (SM), Jo Daniels (JD)  Hannah Barter – Urban Vision |
| Distribution: | Members + Parish Clerk + Parish Councillors |
| Chairman: | Lisa Claber **(LC)** |
| Next Meeting: | **30th November 2018 at 9am** |

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| **Purpose of Meeting: To review NDP Reg 14 “Comments Tracker”** |

|  | **Note** | **Action** | **Deadline** |
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| **1.0** | **Apologies for Absence** |  |  |
|  | Philip White, Peter Barnett |  |  |
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| **2.0** | **Actions from meeting held 14th September 2018** |  |  |
| 2.1 | Reg 14 actions completed and consultation complete |  |  |
| **3** | **Notes of meeting - review of the “comments tracker” and comments received with Urban Vision** |  |  |
| 3.1  3..1.1  3.1.2  3.1.3    3.1.4      3.2      3.3 | Review of the Reg 14 process  The Reg 14 period commenced Monday 24th September for 6 weeks  All stake holders and consultees were notified at the start of the consultation period  “Fliers” were distributed to households in the village notifying them that: printed copies of the DRAFT NDP were available to view in the church, in the Jinnie Inn, in the Club and in the Old Grammar School; the NDP was available on the parish website; and there was to be an Open Day to be held on Saturday 13th October.  At the “open day”, held Saturday 13th October in the Old Grammar School, 19 members of the public attended and discussed the plan with members of the NDP Steering Group  Review of ESBC planner’s comments on NDP and Urban Vision review  ESBC had carried out a detailed review of the DRAFT NDP and issued their report.  Urban Vision had reviewed the ESBC document and provided the “steering group” with their thoughts. This review was discussed by members.  Most comments made by ESBC were associated with presentation and format of the document. Some comments were agreed and taken on board, with some comments not agreed to.  At the conclusion of the meeting, the DRAFT NDP had been updated where agreed and the “comments tracker” points added. JD is to update the “comments tracker” and issue before the next meeting.  Some ESBC points raised will be reviewed again by Urban Vision and text provided. This review would take 2 weeks to complete  Due to time constraints on members it was agreed to review the other Reg 14 comments received at a later meeting  Withdrawal of present NDP  During a recent meeting, held between LC, SM, JD and ESBC, there was a discussion on the timing of withdrawal of the present NDP by the Parish Council, prior to the start of the Reg 16 process.  After discussions today with UV it was agreed that LC would contact ESBC to agree timings. The issue being one of the time periods of between sending letter of withdrawal, the receipt and acknowledgment of receipt of the withdrawal letter, and the receipt of the Reg 16 |  |  |
| **4** | **PROJECT PLAN** |  |  |
|  | Project dates confirmed. Plan updated with meeting dates and issued to members with these mom | BG |  |
| **5** | **AOB**  None  **Next Meeting Friday 30th November at 9am**  **Proposed AGENDA**  1 Review “comments” tracker feedback and analyse responses  2 To confirm content of Consultation Statement and Basic Condition Statement  3 Agree date for submission to LPA  4 To formalise the withdrawal of the present LNP  5 To agree Reg 16 date | ALL |  |