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

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| **Minutes - Meeting held 30th November 2018 at 9 am** |

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| Location | **Rolleston Club Committee Room** |
| Attendees: | Cllr Barry Gooding (BG), Lisa Claber (LC), Cllr Steve McManus (SM), Jo Daniels (JD), Peter Barnett (PB) |
| Distribution: | Members + Parish Clerk + Parish Councillors |
| Chairman: | Lisa Claber **(LC)** |
| Next Meeting: | **TBA** |

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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 |  |  |
|  |  |  |  |
| **2.0** | **Actions from meeting held 23rd November 2018** |  |  |
| 2.1 | Reg 14 actions completed and consultation complete |  |  |
| **3** | **Notes of meeting - review of the “comments tracker”** |  |  |
| 3.1    3..1.1    3.1.2      3.2  3.2.1      3.3. | Review of ESBC planner’s comments on NDP and Urban Vision review  The comments from Urban Vision are expected by 7 December 2018 which will be incorporated in the draft NDP  It was agreed, as advised by ESBC, to include in the “Introduction” of the NDP reference to a review period, the time being when the Parish Council will review what effect the NDP has had on planning applications in the village.  Comments tracker review – continued from the meeting held 23rd November 2018  Item 63 – resident comment - Section 5.3 Transport – agreed correction to bus routes and NDP updated  Item 64 – National Grid – comment to be sent to ESBC since it is ESBC consultation information. Tracker update “noted”  Item 65 – Place Study Consultants – Tracker updated “noted”  Item 66 – residents’ comment – Tracker updated “noted”  Item 67– Green Spaces letter from 24 Station Road reference the Orchard – Tracker updated “noted”  Item 68 – Historic England – Tracker updated “noted”  Item 69 – Woodland Trust – each point in the letter received was discussed. Section NE2 new bullet point added reference added. OS2 updated with Trust recommendation with reference to a Trust “link” included in section Appendix  Item 70 – Orchard – Tracker updated “noted”  Item 71 – Natural England - Tracker updated “noted”  Item 72 – resident comment – Tracker updated “noted”  Item 73 – ESBC review comments  Item 74 – ESBC Links – Tracker updated “noted”  Withdrawal of present NDP  From meeting held 23rd November, further discussion took place on the timing of the withdrawal letter to be sent by the Parish Council to ESBC. It was agreed that the PC would send the letter 10th December 2018, week before the Reg 16 submission. | LC |  |
| **4** | **PROJECT PLAN** |  |  |
|  | Project dates confirmed. Plan updated with meeting dates and issued to members with these mom  Timetable to Reg 16 submission  7th December - Receipt of UV input to the NDP as a result of final review of ESBC review comments  9/10th December – final DRAFT NDP to be send to steering group members for final review over the weekend  10th December - DRAFT plan to be sent to ESBC planners for “information”  1/5th Dec – LC to send draft “withdrawal” letter to BG and SM for update and finalise, for Chairman of PC to sign at 10th Dec PC meeting. Parish Clerk to send to ESBC 10th Dec  17th Dec – Reg 16 Submission to include: NDP plus Tracker; Consultation Statement; Basic Condition Statement | BG  Urban Vision  LC  LC  LC  Parish Clerk | 7th Dec  9/10th Dec  10th Dec  1/5th Dec  17th Dec |
| **5** | **AOB**  1 Steering Group “mail shot” to be placed in next Rollestonian  2 LC to write an article for the Rollestonian of work of the Steering Group since its formarion  **Next Meeting – Date TBA if required** | LC  LC  ALL | January 19 |