

# Botus Fleming Parish Council Neighbourhood Planning Committee

**Meeting:** Monday 26<sup>th</sup> March 2018, 7.00 pm at West Park, Villaton.

**Attendees:** Trevor, Helena, John, Roger, Denis,

## Minutes

1. **Apologies:** Dave, Mervyn, Malcolm, Scott, Jon
2. **Declaration of interests:** None declared
3. **Minutes of last meeting:** Agreed as true and accurate
4. **Matters arising:** None
5. **Review of the draft plan:**
  - Trevor lead by saying that on reflection, we had maybe tried to put too much into our plan. It is clear that the planners require a simpler more compact document to assist their needs. As a Parish, we need a broader plan and so suggested the way forward was to pare down our draft NDP into the format suggested and then separately start to put a Parish Plan together; to replace the existing one. The meeting agreed unanimously to this approach and also agreed to assist with the creation of a Parish Plan once the NDP was complete.
  - Trevor had “cut and pasted” from our original draft document and created a first draft based on the new template.
  - The meeting then reviewed the document and Trevor made notes as we went along.
  - Trevor and Denis will also take advice from Louis at the meeting scheduled for 27<sup>th</sup> March.
  - It was also noted that we must pay specific attention to the NDP Sustainability Appraisal and explain what we have done to comply within our “light touch” approach – per 3.2 of the draft plan.
  - Trevor has made a start on the Basic Conditions Statement
  - Denis to begin rehashing the Evidence Base
6. **POS Assessment:** We have had 10 Survey questionnaires back. The team will chase the remainder so that we can get these to the POS Team so that the Open Space analysis can be concluded.
7. **Finances:** Mervyn’s report was read out in his absence. The current grant tranche expires on 31<sup>st</sup> March. We will need to return the unspent money and reapply. It is important that Mervyn receives details of any o/s expenses immediately.
8. **AOB:**
  - Next Workshop – 9.00am Wed 28/03/18
  - Next NDP Meeting – TBA