

# Botus Fleming Parish Council Neighbourhood Planning Committee

**Meeting:** Monday 14<sup>th</sup> May 2018, 7.00 pm at Villaton Farmhouse, Villaton.

**Attendees:** Trevor, John, Roger, Denis, Dave, Mervyn, Louis, Scott

## Minutes

1. **Apologies:** Malcolm, John HF, Helena
2. **Declaration of interests:** None declared
3. **Introduction:** This was the first “full” NDP Group meeting since 26 March. This followed CCC rejecting the format of our initial draft NDP. Trevor explained that during the last two months, the original plan had been split into a draft Parish Plan and a much narrower draft NDP which satisfied the format requirements of CCC. The purpose of this meeting was to review the draft plans and evidence summaries so that the final drafts could be prepared.
4. **Review of the draft Parish Plan:**
  - The meeting considered that the main content was a good start.
  - The following comments were made:
    - It would perhaps make the document more readable by capturing attention early on in the document:
      - Incorporate an Executive Summary on the first page
      - Followed by the Vision Statement leading to
      - The main content of the document.
    - Reference to the “emergency plan” might also be useful (Although there has been no PC agreement to having an Emergency Plan).
    - The desire for allotments might be worthwhile commenting upon in both plan documents
  - Dave agreed to amend the document as soon as he could.
5. **Review of the new draft NDP:**
  - The group generally accepted that the document read well.
  - Louis made a number of useful points which he passed to Trevor to consider.
  - Others made some minor suggestions which were noted.
  - Also:
    - Roger: The evidence folder requires more work and suggested another workshop (To take place Wed 16/5/18 9.00am)
    - Scott: To assist, he will let us have a sample hyperlink to show how we can link from inside one document to a section within another document.
    - Dave: Had already submitted some comments in writing, as had Malcolm.
6. **Dropbox**
  - A number of us had experienced some issues with Dropbox lately. Some work is required to rationalise the folders to ensure everyone can find the final drafts.
7. **AOB:**
  - Next Workshop – 9.00am Wed 16/05/18