

**ACTION POINTS FOR THE MEETING OF GREAT BARTON NEIGHBOURHOOD PLAN  
WORKING GROUP ON TUESDAY 4<sup>TH</sup> DECEMBER 2018 COMMENCING AT 7.30 PM**

Item		Action															
1	<p>Working Group Members Present: Parish Councillor: Philip Reeve. Local Residents: Vivien Bodnar, Darren Bullen, Roger Davison, Roger Curtis, Jamie Gilmour, Cedric Pettitt and Margaret Pettitt. Neighbourhood Plan Clerk was Sheila Deare.</p> <p>Apologies for absence were received from Nicky Crouch, Adrian Graves and Ed Gibson.</p> <p><u>Action Points</u> The Action Points for 8th November 2018 were agreed and signed.</p> <p><u>Outstanding Action Points</u></p> <table border="0"> <tr> <td data-bbox="252 678 427 712">March 2017</td> <td data-bbox="483 678 1182 745">Feedback on the Den - document is to be produced for website.</td> <td data-bbox="1182 678 1241 712">NC</td> </tr> <tr> <td data-bbox="252 790 395 824">April 2017</td> <td data-bbox="483 790 1134 857">Feedback from event at GB Primary School - Notes to be produced notes for the website.</td> <td data-bbox="1182 790 1241 824">NC</td> </tr> <tr> <td data-bbox="252 902 395 936">April 2017</td> <td data-bbox="483 902 1150 1014">Drop-in sheets to be amended to conform fully with the Google copyright conditions so that they can be published on the website.</td> <td data-bbox="1182 902 1241 936">NC</td> </tr> <tr> <td data-bbox="252 1048 395 1081">Aug 2017</td> <td data-bbox="483 1048 1150 1193">A map of the area showing proposed housing developments in the vicinity of the Parish to be prepared. <i>To complete new version.</i></td> <td data-bbox="1182 1048 1241 1081">SD</td> </tr> <tr> <td data-bbox="252 1227 395 1261">Dec 2017</td> <td data-bbox="483 1227 1134 1294">Feedback on May Day event - document is to be produced for website.</td> <td data-bbox="1182 1227 1241 1261">NC</td> </tr> </table>	March 2017	Feedback on the Den - document is to be produced for website.	NC	April 2017	Feedback from event at GB Primary School - Notes to be produced notes for the website.	NC	April 2017	Drop-in sheets to be amended to conform fully with the Google copyright conditions so that they can be published on the website.	NC	Aug 2017	A map of the area showing proposed housing developments in the vicinity of the Parish to be prepared. <i>To complete new version.</i>	SD	Dec 2017	Feedback on May Day event - document is to be produced for website.	NC	
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2	<p>PR has completed NP sections 1 and 2 for the NP. It was clarified to SD that the map required was not electronic but about A2 size with details of individual site numbers for proposed developments in the area which would impact on Great Barton. NC will complete the Housing Chapter of the NP in the next few days.</p> <p><u>Draft Neighbourhood Plan</u> The Draft has been sent to the consultant so that he can prepare a quote for the work required to finalise the draft and the work necessary to take forward the plan and associated documents to be considered by the Inspector. EG had not been able to progress the Business and Employment Chapter. It was agreed that advice should be sought from the consultant on whether a separate plan was necessary for this Parish or whether business issues could be covered elsewhere in the plan. If a separate chapter was thought desirable VB offered to prepare a first draft. PR has a questionnaire which was used for the Parish Plan though sought the views of Businesses and agreed to</p>	<p>SD</p> <p>NC</p> <p>VB</p> <p>PR</p>															

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3	<p>send a copy to VB. The consultant also needs to advise on realistic amendments to our project plan as this is now out of date.</p> <p><u>Consultancy Support and Grant Application</u> Once the quotation from the consultant for the work necessary to complete the writing of the plan is received applications can be made for a grant. One application needs to be made for the work in this financial year to end of March 2019. This needs to be made before Christmas to allow time to complete the tasks and is dependent on having submitted the Final Report on the use of the previous grant for work already completed. Another application will need to be made for the year from April 2019. The first draft of the application form for this financial year will be written by VB and SD. Money will also be necessary for events such as the pre-consultation meeting and printing in addition to the consultant's fees, but that is likely to be next financial year.</p> <p>The Group discussed the need for additional Technical Support. The group felt that as it was proposed that only one site, the Triangle, would be identified in the plan for development, that a further analysis of sites that had already been rejected was not necessary. Those residents responding to the consultation on sites had been quite clear that if there was to be any further development in the Parish it should contained within the Triangle. However Technical Support is needed to help with Design Codes for the Triangle and any future developments that might come forward.</p> <p>VB reported that the website needed updating. In the absence of any volunteers, VB and SD agreed to update it. The question was asked whether there was any information on the number of hits on the website. SD agreed to investigate.</p> <p><u>Dates of 2019 Meetings</u> It was agreed that meetings for 2019 will be held on the second Thursday of each month.</p> <p><u>Date of next meeting</u> This will be Thursday 10<sup>th</sup> January 2019 at 7.30 pm.</p> <p>.....Sign &amp; Date</p> <p>.....Print Name.</p> <p>CHAIR Signed as confirmation that they are a true record.</p>	<p>VB/SD</p> <p>VB/SD</p> <p>SD</p>
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