**Minutes of the Neighbourhood Plan Sub-Committee meeting**

**held at 10am on Thursday 8th July 2021 via Zoom**

Present: Cllrs J Bayford, D Saunders

Community members, Peter Lorenzo, Laura Scotney.

Kirsty Holroyd Town Clerk

Danielle Dunn - Goldstone Town Planning

**124. APOLOGIES FOR ABSENCE**

Apologies with reason were offered and accepted from Cllr B Bayford,

Cllrs Moore, Sue Wall and Robert Holden. In the absence of the chairman Cllr Bob Bayford, the vice chairman Peter Lorenzo took the chair.

**125. DECLARATIONS OF INTEREST**

None

**126. MINUTES**

Members approved the minutes of the meeting held on the 27th May 2021 and it was agreed they could be signed as a true record at the next opportunity. The Town Clerk reported that Sue Wall had requested a vote of thanks be recorded for Cllr Ros Binks who had recently stepped down from this committee but whose work on the project had been much appreciated.

 **RESOLVED: Members agreed to note**

**127. COMMUNITY SURVEY**

The Town Clerk clarified that the document presented at the last meeting and circulated afterwards, despite being termed “draft” was in fact the final version. All confirmed they had received it and had no further comments or questions at this time. The Town Clerk confirmed that Breakthrough Communications were now working on the Statement which would be ready for the next meeting.

**128. DESIGN CODE WORK-AECOM**

Ben Castell, Graziano di Gregorio and Holly Turner from AECOM attended the meeting and gave an overview of the final document. They explained it needed a final proof reading and could then be sent out to members. Members were asked to read it and comment as to whether anything had been missed or was inaccurately reported and whether the document was too long. Members agreed that the document appeared impressive and the chairman thanked AECOM for attending. The three consultants then left the meeting.

**129. FUTURE AGENDA ITEMS**

Danielle Dunn confirmed that once she has received the final work from the consultants she will be in a position to draft the next stage of the plan. However this is unlikely to necessitate a meeting prior to September. Mr Lorenzo reported that he was drafting a report on local listed buildings for the CPRE which he would share with the group for comment later in the year.

**130. DATE OF NEXT MEETING**

30 September 2021 at 10am.

Meeting closed: 10:55 am