

**Minutes of the 6th Neighbourhood Plan Steering Group meeting held on
Wednesday 21st February at 7:00pm in Kelsale Village Hall,
Committee Room**

Present: Cllr Chris Burslem (Chairman)
Cllr Claire Buttle
[REDACTED]
Cllr John Pulham
Cllr Ray Ellis
[REDACTED]

There were no members of the public in attendance

1. Chairman's welcome and opening remarks

The Chairman welcomed all whom had attended.

2. Apologies for absence

Apologies were accepted from [REDACTED], Edwina Galloway, [REDACTED] & [REDACTED]

3. Declaration of Interests

Cllr Ellis declared a Pecuniary Interest in SCDC's Consultation regarding the potential sites for development in respect of site 450.

[REDACTED] similarly declared regarding site 458

4. To approve the draft minutes of the Steering Group meeting held on Wednesday 24th January 2018

A copy of the draft minutes had been circulated to all members. These were Proposed for **Approval** by Cllr Pulham, Seconded by Cllr Buttle and approved unanimously. The minutes were duly signed by the Chairman as a true record.

5. Matters arising from the Steering Group meeting held on Wednesday 24th January 2018 and to update the Action List

The Action List was updated accordingly. There were no matters arising.

6. Work Groups – To receive an update

The three work groups represented by [REDACTED] (*Housing & Development, Infrastructure & Transport and Social, Medical & Educational WG*), Cllr Claire Buttle (*Conservation Area, Environment & Recreation WG*), and Cllr John Pulham (*Business & Commercial WG*) outlined information that should be sought from the community at the forthcoming Public Consultation & Exhibition (12th/13th May) to enable policies to be developed within the Neighbourhood Plan.

Cllr Pulham volunteered to pull together the three work group's suggestions into one document for further consideration.

Cllr Ellis underlined the importance of ensuring that the Community's priorities were reflected in both the quality and order of the questions to be asked in the forthcoming survey and that some guidance regarding that could be sought from the previous KcC Parish Plan (Published July 2010) regarding relevance.

7. Open Public Meeting/Exhibition

Taking place on Saturday 12th/Sunday 13th May 2018 in KVH which has now been booked.

The banner to be hung advertising this meeting was approved.

8. Next Steps

JP to pull together the survey ideas into one consolidated document/questionnaire for consideration.

CRB will bring to the next meeting a number of the prints intended for the exhibition to show what is proposed.

9. Any other business

There was no further business.

10. Date of next meeting

The next meeting of the Neighbourhood Plan Steering Group will be held on Wednesday 21st March 2018 at 7:00pm.

There being no further discussion the Chairman formally closed the meeting at 8:20pm

Signed:.....

Dated:.....