

WESTON AND BASFORD NEIGHBOURHOOD PLAN
STEERING GROUP
MINUTES OF MEETING
HELD 25th OCTOBER 2016

PRESENT	Councillor J Cornell (Chairman) Councillors J Chambers, P Grant and T Gill Mr D Fanstone
APOLOGIES	Councillor J Densem
IN ATTENDANCE	Mr A Thomson

MINUTES: Agreed: That the minutes of the meeting held 4th October 2016 be approved as a correct record.

NEIGHBOURHOOD PLAN

Members considered the timing of the various stages of the Plan preparation which would enable the Plan to be given consideration at the Haddon Inquiry on 31st January 2017.

The Housing Needs survey would be distributed from 19th November and the draft policies document would be available on line and in hard copy format on request. A 2 week period was to be allowed for forms to be returned.

Advice had been received from Cheshire East that the Regulation 14 submission did not require the appendices to the draft policies to be included but referred to as work in progress. Don Fanstone had reformatted Andrew's draft Policy Document to ensure it could be readily assimilated by residents.

The Housing Needs Survey pack was to include a covering envelope (endorsed to ensure that it was identifiable to residents as requiring attention), a reply-paid envelope and a covering document explaining the purpose of the Survey and giving details of the Neighbourhood Plan process.

The Group considered in detail the appendices required and allocated work accordingly to ensure speedy delivery.

AGREED: That the next meeting be held on 8th November 2016 at 2pm.