

## **Steering Group Meeting 51 minutes**

Held on Thursday 12th November 2015

Present :- T Blackmore, A Cairns J Curtin, R Davison, P Leeming and O Milligan.

ITEM 1 Apologies for absence.

These were received from J Davies.

ITEM 2 Matters arising from the minutes of the last meeting.

- Re ITEM 2 Matters arising St Johns – LCC Heritage department to consider status of buildings at St Johns. This had been chased up via A Birkbeck. No response to date.
- Re ITEM 6 Green Spaces. Consultation with Bramham NP Group and Parish Council resulted in their backing for the inclusion of all the Mill Pond area as a “Local Green Space” in the Neighbourhood Plan. This was confirmed at the Clifford Parish Council meeting 21<sup>st</sup> October 2015.

ITEM 3 Regulation 14 consultation status.

Consultation notices had been delivered to all residences in the Parish, along with residents (12 in total) who live within the region of the Mill Pond area (a requirement of the designation as a Neighbourhood Area).

Notice of consultation had also been forwarded to Statutory Consultees.

A reminder to make responses to the consultation by the closing date is to appear in “Outlook” due for delivery end November/early December.

All consultation responses to be considered at the end of the consultation period and reported in a consultation document.

The “surgeries” for consultations to be staffed by :- Saturday 21<sup>st</sup> November TB, JC and PL. Tuesday 24<sup>th</sup> November TB, JC, OM and RD.

ITEM 4 Expenditure and addition financial support.

It was agreed that additional grant assistance should be sort to help support ongoing technical assistance, printing costs and administration. It was estimated that £2500 would be required for technical assistance and £1200 for printing and other costs.

A grant application to be made for assistance to cover the technical assistance. Printing costs to be left for a possible later application as the requirement time would be outside the current grant period. TB to action.

ITEM 5 Consultation Statement, basic document and Regulation 14 responses.

The basic sections of the Consultation Statement had been completed subject to review. This needs to be supplemented with the responses to the Regulation 14 consultation.

It was agreed to seek assistance with any technical responses that may arise. TB to action.

ITEM 6 Basic Conditions Statement.

It was agreed that we should seek financial assistance to complete this, action by TB. See Item 4 above.

ITEM 7 AOB.

Site Allocations publication dated September 2015. It was agreed that there was no reason to change the statement made during the consultation period for the document.

ITEM 8 Date of next meeting.

This to be held Wednesday 9<sup>th</sup> December at 7-30pm at St Edwards.