

**Wolston Neighbourhood Plan  
Minutes of Steering Group meeting  
Via 'Zoom' 7pm 26th May 2020**

NUM		Action
<b>Open Forum</b>	<p>(i) Graham Tyler asked if Neil Pearce had reported back on the position of the 'white land' part of the allotments in the case that the current planning application be refused – no response had been received; TW will investigate.</p> <p>(ii) GT – which is the 'qualifying body' referred to in the Project Plan? RG responded: it is the Parish Council.</p> <p>(iii) LW – for the history of the village section of the Plan, he would like to see information about the former early warning station at the top of Dyer's Lane. TW will follow this up with Geoff Henman.</p> <p>(iv) LW – is there to be a section on history of the allotments? TW will consider where this fits.</p>	<p>TW 2/6/20</p> <p>TW 5/6/20</p>
<b>20.08</b>	<p><b>Apologies</b> were received from Cllr Sonya Cross (SG), Lesley Blay (SG), Wendy Gilsenan (SG), Jock Rainey (SG) (chair), Kevin Payne, Debbie Pritchard (SG), Cllr Tracie Ball.</p> <p><b>Present:</b> Cllr Bob Grainger, Roger Ingles (SG), Cllr Tim Harvey-Smith, Paul Jennings, Clare Malyon (SG) (vice chair), Graham Tyler (SG), Gillian Waddilove, Tim Willis (SG) (Project Manager) Cllr Laurie Wright (SG).</p>	
<b>20.09</b>	<b>Declarations of interest in items on the agenda</b> – none were made.	
<b>20.10</b>	<b>Minutes of the last meeting</b> of the Steering Group held 28 <sup>th</sup> April 2020 were circulated. <b>RI moved approval, seconded by GT, agreed unanimously that this was a true record, and the minutes were signed.</b>	
<b>20.11</b>	<b>Correspondence Received:</b> a list is appended.	
<b>20.12</b>	<b>Finance:</b> Cllr RG reported he had a telephone conversation with Neil Pearce of APS, which will be billed as 0.7hours.	<p>RG rep't to TB 31/5/20</p>
<b>20.13</b>	<p><b>Progress against Project Plan:</b> TW had prepared an updated Project Plan, which was circulated with the documents for this meeting. He noted that though the referendum cannot take place until May 2021, this only put our projected completion date back by 3 months. The major work going on now is to complete a draft to put it before the Parish Council before submitting to RBC for a 'health check'. There was some discussion about possible timing for this. WG leads think it possible to have a Draft Plan ready for the Parish Council by their July meeting. RG is completing site assessments for housing potential; one has not been completed for the part of the allotments site which is designated 'white land', ie open land within the village envelope. RG is to write formally to APC as our consultant to request their professional opinion on the need to complete a formal housing assessment for that site.</p> <p>TW is to advise the PC that a Draft Plan will be put before them in July; an almost complete version must go to the CG on 9<sup>th</sup> June, and be completed for 17<sup>th</sup> June for circulation in advance of the SG meeting on 23<sup>rd</sup> June, to be forwarded if approved to the PC for their meeting on 2<sup>nd</sup> July.</p> <p>NP has advised that if still bound by restrictions on gatherings, we can carry out paper consultations using a reply-paid envelope system.</p>	<p>RG 30/5/20</p> <p>All wg leads &amp; TW 9/6/20</p>

20.14	<b>Any Other Business: none was raised.</b>	
	<p>There being no further business, the meeting closed at 19.45pm.  Next meetings: <b>Steering Group</b>: via Zoom, Tuesday 23<sup>rd</sup> June 2020 7.00pm  <b>Co-ordination Group</b>: 9<sup>th</sup> June 2020, via Zoom, 6.30pm</p>	

Correspondence received since previous SG meeting:

Date	Details	Via:
8/5/2020	From Locality, Confirmation that all reporting on use of grant for 2019/20 was complete	emails
18/5/2020	Results of consultation on LGS, safeguarded sites, and one possible housing allocation held 9/11/2019	Paper/email