



# SAXILBY WITH INGLEBY

## Neighbourhood Development Plan

### Saxilby with Ingleby Neighbourhood Plan (NDP) Steering Group Meeting Notes

Wednesday 26 <sup>th</sup> October	Start: 7.00pm	Finish: 7.25pm
Venue: Function Room, St Andrews Community Centre, William Street, Saxilby, LN1 2LP.		

No.	Item	Action Owner
1.	<p><b>Welcome and attendees</b>  <u>Steering Group (SG)</u>            Chairman - Liz Hillman.</p> <p>Karen Baty, Louise Bembridge, Alison Clubley, Cath Cole, Chris Hewis, Gerry Ives, Patrick Nicholson, Ray Parnell, Paul Roberts and Steph Tyson.</p> <p>Lydia Smithson (Administrator)</p>	-
2.	<p><b>Apologies for Absence Received</b>            Russell Spurr.</p>	-
3.	<p><b>Approve meeting notes from 15th September 2016</b>            The notes were reviewed and approved.</p>	LS add online.
4.	<p><b>Update on actions from the previous meeting:</b></p> <p>a. <b>Update on the multi-agency meeting regarding the Bridge Street Conservation Area</b>            A verbal update was provided by LH, with the meeting notes previously being circulated.</p>	LS add notes online.
5.	<p><b>Finance</b></p> <p>a. <b>Renew the website subscription for the 2016/17</b>            It was <b>resolved</b> to renew the website subscription for the year for the domain name and hosting.</p>	LS.

	<p><b>b. Recommend for approval the additional mapping costs</b> It was <b>resolved</b> to recommend for approval the additional mapping costs of £450.00</p> <p><b>c. Review of the updated budget</b> CH provided a budget update and noted the NDP Steering Group is projected to remain within its set budget.</p>	<p>LS arrange payment.</p> <p>-</p>
6.	<p><b>To recommend for approval the:</b></p> <p><b>a. Submission Draft Neighbourhood Plan following the proof reading updates</b> It was <b>resolved</b> to recommend for approval the draft NDP.</p> <p><b>b. Character Assessment noting the proposed changes made during proof reading</b> This item was <b>deferred</b> pending updates to the document by the Consultant following proof reading.</p> <p><b>c. Basic Conditions Statement</b> It was <b>resolved</b> to recommend for approval the Basic Conditions Statement.</p> <p><b>d. Consultation Statement</b> It was <b>resolved</b> to recommend for approval the Consultation Statement.</p> <p><b>e. Consultation Summary</b> It was <b>resolved</b> to recommend for approval the Consultation Summary, pending the update of graphics to match the branding of the other documents.</p>	<p>-</p> <p>LS circulate V2 of the document when received.</p> <p>-</p> <p>-</p> <p>LS update graphics.</p>