

WATERBEACH NEIGHBOURHOOD PLANNING MEETING AGENDA

Date: 11th September 2018

Time: Between 19:30 – 21:30

Facilitator: Jane Williams

Steering Group Members

Jane Williams (JW); Brian Williams (BW); Clive Rabbett (CR); Michael Bavester (MB); Jane Williamson (JWn); Katie Lucas (KL); Ian Bracey (IB); Sophie Longbottom (SL); Paul Beerpark (PB)

Copied: Barbara Bull (BB)

Belinda Westwood Clerk (BAW)

Time	Item	Owner
19:30	Present / Apologies	BAW
19:35	Welcome	JW
19:45	Approval of previous minutes (See Below)	BAW
19:50	Clerical Access to Documents on NP Laptop NP Group Communications Midway Consultation Audience / Mailing List / GDPR	BAW
20:00	New Business Transport Meeting Feedback NP Project Plan Timelines Midway Consultation Progress Consultant Funding for NP SPD Local Plan – Implications on Neighbourhood Plan Changes to National Planning Policy Framework Should NPSG comment on SPD at public consultation? Update on Homes and Communities Agency Design Principals Report	PB (attached) BW (attached) ALL (attached) ALL (attached) ALL ALL ALL JW JW
21:00	Future Meetings	BAW
21:15	Adjournment	JW

ACTION ITEMS CARRIED FORWARD

Responsible	Description	Date
PB	The meeting on the 28th August (likely to be 19.00 at the Control Tower) will focus on RLW and U&C presenting their plans for transportation in the village in order to mitigate the impact of the new town. Tim Slater, CCC, SCDC and PC Highways will also attend together with any Neighbourhood Plan Steering Group members. RH has suggested inviting Mike Huntingdon to this meeting.	11/09
IB & KL	Group reviewed online survey and IB updated, IB to send to KL for editor read through.	11/09
IB	IB to check the RH approves of the changes that we have made and check some of our suggested changes with her	11/09
BW	To ask Rachel Hogger if she could facilitate the mid-way consultation workshop in October taking people through the proposed objectives and the questions about them	11/09
All	To consider which community groups should be represented at the mid-way consultation prior to the next Steering Group meeting.	11/09
BW	To send our email distribution list the Progress Update and remind them that they can ask to be removed from the list	11/09
JT	Finalised Character and Heritage Assessment has been issued. JT to ask RH if it has addressed all of our comments.	11/09
All	To review final Character and Heritage Assessment.	11/09
All	The Design Principles report is due to be delivered on 15 Aug 2018. All to review considering conclusions will need to be included as part of mid-way consultation	11/09
BW	Cambridge ACRE have quoted to draft the Neighbourhood Plan ready for submission to SCDC. BW have requested £3k from PC.	11/09
BW	Please confirm that RH can attend our 11 Sept meeting to plan the mid-way consultation workshop as well as the 28th Aug transport meeting	11/09
BW	Will work with Belinda (new Administrator) to report the previous grant spend to locality	11/09
JT & BW	To meet to discuss possible new protected green spaces to be considered in mid-way consultation.	11/09
BAW	Belinda will be starting as the new administrator shortly. BW to ask Belinda to put all document attachments received by NPAdmin email account onto Dropbox since Sophie left the role.	11/09
BAW	Assign Laptop password	11/09
All	All to send bio and photo to IB for use on the website	11/09
KL	Katie to add analytics to the website to monitor for effect of consultations and publicity	11/09
BW	To ask Sophie for the twitter account password with a view to KL starting tweeting Facebook = Waterbeach Neighbourhood Plan Twitter = @NPlanWaterbeach	11/09
JW	To send Progress Update that RH wrote to IB for uploading to website	11/09