

Willoughby Neighbourhood Development Plan

Steering Group Minutes 9 July 2018, 7.00pm at the Village Hall

1. **Present:** Maggie Beech, Helen Caton Hughes, Brian Hall, Steve Palmer, Jim Rowley, Mike Thomas. Apologies from Ken Miles. In attendance: Louise Kirkwood
2. **Declaration of interests** – none for this meeting.
3. **Statements and questions from the community** – none present.
4. **Minutes of meeting held on 11 June 2018:** Approved.
5. **Update on actions and matters arising from the minutes:**

Initial consultation: report and mini survey on housing needs circulated as planned.

Issues and Options - Full Document: dealt with below.

Project Plan update: KM had produced this. See also below.

List of tasks: MB had provided the list and work was proceeding.

6. **Rugby Borough Council Local Plan update:**

Rugby B C have responded to the Inspector's comments and further consultation is now under the Inspector's control. Rugby B C hope to have the revised Local Plan approved by the Council by December 2018.

7. **Initial consultation: Responses and Revisions document:**

Discussed in detail. MB will send suggested rewording to members of SG for their agreement and then to LK. LK will rework showing amendments in blue for further consideration by the Steering Group.

Written Report on results of first consultation: Place on website during week beginning 23 July and distribute summary to residents during week beginning 30 July. We need not get advance approval from the Parish Council. Start report with caveat that the First Draft Neighbourhood Development Plan is still very much a work in progress.

Action MB, All and LK

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First Draft NDP: Send first draft to LK by mid August when she returns from holiday. LK will return this by end August.

8. **Project Plan:** MB will tell KM of the adjustments from the above. **Action MB**
9. **Urgent business:** None.
10. **Next Meeting:** 6 August 2018, 7.00pm Village Hall.