

# Willoughby Neighbourhood Development Plan

## Steering Group Minutes 19 February 2018, 7.00pm at the Village Hall

1. **Present:** Maggie Beech, Helen Caton Hughes, Brian Hall, Ken Miles, Steve Palmer, Jim Rowley, Mike Thomas. Apologies: Dave Waddington
2. **Declaration of interests** – none for this meeting.
3. **Statements and questions from the community** – none present.
4. **Minutes of meeting held on 15 January 2018** approved.
5. **Update on actions and matters arising from the minutes:**

Village notice board. Logo done, further improvement in hand.  
Community engagement and consultation: Social media – report to March meeting,  
**Action DW, MB**

Other matters covered below.
6. **Rugby Borough Council Local Plan update.** Stage One of the Examination in Public has been completed, and, if the Inspector is satisfied, Stage Two has provisionally been fixed for 17-26 April 2018
7. **Funding.** MT has negotiated acceptable fees with Kirkwells and secured the first payment of funding. Louise Kirkup is our contact.
8. **Planning Consultants.** Kirkwells have been appointed, and will meet us on 19 March 2018 at 4.00pm to walk round the village, and at the Village Hall from 5.30 to 7.30 to discuss a Draft Issues and Options document for the Neighbourhood Plan Day on 16 May.
9. **Project Management.** KM and MB to meet on Thursday to update the Project Plan. This will then be sent to Louise for additional updating. **Action KM/MB**
10. **Issues and Options document.** We discussed this at some length, concentrating on the Vision, Objectives and Questions. MB will circulate amended version to Steering Group Members for their responses. She will then send the Issues and Options to Louise Kirkup. **Action MB**
11. **Urgent business.** Nothing further.
12. **Next meeting.** 19 March 2018, see **8** above.